Endeavor Board Meeting Agenda: September 19, 2011

Call to Order:
Lisa Springle called to order the regular meeting of the Endeavor Charter School Board of Directors at 7 pm in Endeavor's multi-purpose room.

Present:
Lisa Springle, Steve McAdams, Margaret Holder, Christian Nechyba, Helen Harris, Andy Kristianson, DJ Hill

Acadia Presentation:
Tom Williams reviewed a year-end financial report. The budgeted surplus for 2010-11 was $245,554.12, and the actual year-end 2010-11 operating surplus was $226,700.93. The school financial assets as of 6/30/2011 were $929,944.41, which is an incredibly strong financial position. LGC (local governance commission) will be very satisfied. The enrichment program's operating costs were $4,081.06 greater than anticipated and the enrichment program's cash on hand at the end of year was $9,095.91. Financially, using the school's non-operating fund balance to finance a capital project is acceptable. Budget projections at the end of last school year were made due to DPI's formal notice at that time of a $289 per child funding cut; in actuality, a $200 per child increase in funding occurred at the beginning of this school year.

Brief Updates:

PAWS Update:

Kim Kroll provided a PAWS update. About 200 families have joined PAWS so far this year. Families would be included in the directory unless they opted out. The Lion's Share fundraiser was going well, and had a goal of $27,000, which was $5,000 higher than currently projected PAWS budgetary needs. 60% of this goal had been met. All committee chairs for this year were in place. School pictures were scheduled for November 3. A quorum for a budget vote was not achieved at the last general membership meeting, so a brief meeting for a budget vote would be held tomorrow morning at 8 am in the back parking lot. Future PAWS general membership meetings might be paired with large school events to improve attendance.

Boosters Update:

Beth Johnson provided a boosters update. Fall sports were already under way. 58 athletes, including some sixth graders, were playing on four teams, including boys' and girls' cross country, girl's tennis, and boys' soccer. Basketball registration was in progress. A spirit afternoon would be held at Rudino's on September 29 from 11am – 5pm. The Fall Festival would be held on November 4 from 6 to 9 pm. A winter dance for middle schoolers and a spring dance were being organized. The board thanked the boosters for again sponsoring the Fall Festival.

Director Update:

Steve McAdams provided a Director's update. The open house process was being refined with leadership team for next year. A $500 donation had been received from a parent who works for SAS. Field trip forms were being refined also to address photos placed in the public domain and provide clear directions for parent drivers.

Minutes:

Christian Nechyba moved for approval of the minutes from the August board meeting. Andy Kristianson seconded the motion. The motion was unanimously approved by all present.

Board Staff Position:

Andy Kristianson stated that there had been four applicants for the board staff position: Ms. Bolton, Ms. Boas, Ms. Brooks, and Ms. Tavolacci. The vote on the staff board position was deferred until the October board meeting because not all board members had met all the applicants.

2012-2013 Enrollment Plan:

Steve McAdams stated that the DPI enrollment form has changed, and that Endeavor did not need to submit a form this year. There was no intention to significantly expand school enrollment for the coming school year.

2011-12 Academic Goals:

Melissa Dougherty and Christi Whiteside presented academic goals for the 2011-12 school year. This presentation is attached as Appendix A.

Enrichment Background Checks:

Tamara Santana noted that the requirement of a background check for every Enrichment instructor is redundant and wasteful, as many if not most of the instructors had to pass a background check to be hired by their employer. She asked if Enrichment could accept copies of these employer-ordered background checks for those instructors that have them rather than running a new background check for that individual. The board discussed this request. Helen Harris moved to allow the Enrichment Program to accept employer background checks for Enrichment instructors, so long as (a) the employer background check is comprehensive, and (b) the employer background check remains current and valid for the duration of the Enrichment class the instructor will be teaching. This motion was seconded by Christian Nechyba. The motion passed unanimously.

Survey Results:

Christian Nechyba presented a summary of last year's parent survey results. 88% of respondents were satisfied or very satisfied with ECS overall (4% dissatisfied). 86% of respondents were satisfied or very satisfied with grade-level instruction (4% dissatisfied). 90% of respondents were satisfied or very satisfied with their child's performance (1% dissatisfied. Greatest strengths identified included excellent teaching staff, small class/school size, experiential learning, parent involvement, sense of community, differentiated/individualized attention, strong academic program and fine arts program. Suggestions for improvement included a more differentiated math program, concerns about teacher turnover, increased technology use/keyboarding, increased communication from the ECS foundation, improved facilities, increased volunteerism, a high school plan, and improved professional performance management. Comments on individual staff members would remain confidential and would be provided to the administration to be shared with individual staff. Such comments would not be part of any professional performance evaluations. Comments regarding the Enrichment program and the ECS Pride would be provided to the administration and to the coordinators of these programs.

Budget Update:

Margaret Holder reported that the annual audit was progressing well. Bank balances (see attached). Due to the projected surplus, the administration had asked to supplement the following budget line items: $10,000 for textbooks, $4,000 for library books, $20,000 for instructional supplies, and $5,500 for technology. The projected budget surplus was $217,900. The budget already includes $52,000 for future building outlay. Christian Nechyba moved to allocate up to $40,000 to supplement these budgetary line items. Lisa Springle seconded the motion. The motion was unanimously approved.

DJ Hill presented a preliminary proposal entitled "Endeavor Values Teachers." This proposal outlined what ECS already does and what additionally could be done to (1) "Attract and retain" ECS staff, (2) to "Challenge and grow" ECS staff, and to "Support and recognize" ECS staff. This proposal included a proposed bonus to recognize the high expectations of ECS staff, funding for staff continuing education, and grants awarded for innovative teaching proposals. The board discussed this proposal, and will plan to move towards a final proposal at the next board meeting.

My presentation on surveys (send comments to Andy)

Foundation Land Update:

DJ Hill provided an update on the Foundation land search. There was no news on the availability of the Strickland Road property. The Foundation was searching for a developer who would be able to collaborate on the development of the Burlington Mills property if an offer was made on this site. The search had been narrowed to 4 developers. A parent who is a real estate attorney had expressed interest in volunteering time and expertise.

Public Comments:

There were no public comments.

Personnel Topics:

Andy Kristianson moved that the board go into closed session to discuss personnel topics, in accordance with statute 143.318.11 (a) (6). Christian Nechyba seconded the motion. The motion was unanimously approved. The board went into closed session at 9:20 pm. The board returned to open session at 10 pm.

Adjournment:

Lisa Springle adjourned the meeting at 10 pm.

Appendix A: Academic Goals 2011-12

Goal 1: Develop the reformatted grade level clusters to allow for consistency from one grade level to the next.

How we will accomplish this:

- have a consistent newsletter format within grade level clusters for communicating with parents.
- utilize similar features on website pages within each grade level cluster
- meet to discuss consistency standards and ways to enrich curriculum from year to year within subject area teams
- have similar expectations for behavior, homework, and academic rigor from one academic year to the next within a cluster
- post homework assignments online as a resource
- establish clear detention expectations for students in grades 4-8 which increase as students gain responsibility
- host a "transition night" at the end of the school year to provide families with information about the upcoming school year
- restructure grades 4-6 to allow for
    - one math teacher.
    - another teacher that teaches reading and writing.
    - and a third teacher that teaches science and social studies.

Goal 2: Incorporate various types of formative (short term, often informal assessments used to guide instruction) and summative (larger, more formal assessments used to mark the end of a unit of study or course) assessments as tools for guiding instruction as suggested by the NC FALCON program.

How we will accomplish this:

- benchmark quarterly using Study Island to assess student's knowledge in reading, math
- continue to achieve high growth on EOG/EOC summative assessments
- assess student's previous knowledge and the knowledge gained on given topics through pre/post testing
- utilize "exit" tickets that quickly assess daily understanding
- track student performance on specific state objectives using E-Suites from the Real Math program(2nd-5th grades)
- evaluate student scores on unit tests and quizzes given
- Investigate the Scholastic Math Inventory program which assigns quantile scores for math aptitude

Goal 3: Ensure that all teachers begin to implement changes in curriculum based on the Common Core Standards and the NC Essential Standards.

How we will accomplish this

- 5 days dedicated to staff development on Common Core and NC Essential Standards
    - conducted training comparing current objectives to future objectives

    - conducted reading in the content areas training
    - conducted writing in the content areas training
    - other trainings topics will be determined
- discuss content shifts effective the 2012-2013 school year during lateral planning meetings
- incorporate the new Common Core objectives in to instruction this year
- familiarize teachers with the new NC Essential standards and begin creating lessons to fit these new standards

Goal 4: Incorporate technology into all subject areas through engaging activities which enhance the NC SCOS through 21st century skills.

How we will accomplish this:

- enable Melissa Bonsted to serve as a co-teacher to assist with teaching classroom technology for 50% of her work day
- enhance learning using the Pixton Comic Book maker
- form a technology team of "web masters" that will support the school's technology needs
- renew subscriptions for Study Island, Brain Pop for 2011-2012 school year
- provide all classroom teachers with a document projector by the start of second quarter to enhance classroom lessons
- utilize an online textbook for 8th grade social studies classes
- expand student keyboard training to include second and third grades (previously only second grade)
- offer 3-5 staff technology trainings per quarter through Melissa Bonsted
- research SMI for formative math assessment
- provide staff with a third mobile lab by the end of first quarter to increase hands on access to technology
- utilize Grolier's online encyclopedia for student and teacher research needs

Goal 5: Expand experiences between members of our community which empower, educate, and unite.

How we will accomplish this:

- host a staff community service project (Relay for Life) and seek 100% staff participation
- hold a larger scale Meet the Teacher event in August 2011 to educate returning parents and numerous new families about the upcoming school year.
- inform parents toward the end of first quarter to reiterate expectations and answer questions parents may have since the Meet the Teacher event.
- seek to streamline communication processes by utilizing online resources whenever possible
- expand on curriculum days for reading, writing, and math
- empower leadership team to develop the 2012-2013 Meet the Teacher and Open House events
- host a "transition night" at the end of the 2011-2012 school year to provide families with information about the upcoming school year