Meeting Minutes

I. Call to Order & Welcome
   a. Board Chair James Gerdts called the meeting to order at 4:35 pm

II. Approval of Meeting Agenda
   a. Motion: Add under New Business the Role of Board in the Annual Fund
   b. Vote: Unanimous, Motion: Approved

III. Approval of Minutes from Last Two Meetings
   a. Motion: Approve the minutes from the October 27, 2015 Meeting with changes.
      i. Vote: Unanimous, Motion: Approved
   b. Motion: Approve the minutes from closed session from October 27, 2015 Meeting as provided to Board
      i. Vote: Unanimous, Motion: Approved

IV. Reports – 15 to 20 minutes excluding Committee Reports
   a. President’s Report
      i. Time limits on the Agenda
   b. Vice-President’s Report
      i. Executive Committee meeting needed
      ii. Stated commitment to mission of school despite what has been heard
   c. Treasurer’s Report
i. Mike Fields was absent from meeting

d. Secretary’s Report
   i. Need to establish a process to getting information to Board in a timely manner
   ii. Proposed information sent to Tom Miller and James Gerdts
      1. Sent a minimum of 1 week in advance of meeting by February meeting

e. Executive Director’s Report
   i. School is entering renewal process for Charter Schools to include a self-study
      that is due by December 2015
      1. Tom Miller offered additional information on the process which includes
         parents, staff, and the Board
   ii. Update on social media forums used to recognize teacher and student work. 4/5
      Team recently showcased on EdNC.org about Food Hero’s expedition. SAS
      video with Shannon Hardy commitment to student data.
   iii. Update on Annual Fund status – There is a goal of $100,000.00 with currently
        $57,000.00 donated to the school. Active campaign is until December 31, 2015
        to meet the $100,000.00 goal.

f. Faculty Representative’s Report
   i. Ann-Marie was not present at meeting

g. PTO President’s Report
   i. Craft Fair during Raleigh Christmas Parade. Approximately $190.00 was made
      at the Craft Fair.
   ii. Purchased 22 Chrome Books for the elementary school.

h. Committee Reports
   i. Facilities Development (Bob Kingery) – 5 minutes
      1. Bob was not present at the meeting
   ii. Governance (Tom Miller) – 10 minutes
      1. Political Activity Policy
         a. Hand-out of Board Policy 5300 under Personnel
         b. Addition of 5301: Political Endorsement Policy
            i. “full written permission of the school’s Executive Director
               in consolidation of the Board as needed”
         c. Tom will redraft policy with above language and clarify specifics
            and bring back to Board for vote in January 2016.
      2. Committee Structures
         a. Goal was to go through the Google document and correct with
            Goals, Team Members, Responsibilities, and Calendar.
         b. Summer proposed a working Board session to work on the
            committee structures.
   iii. Educational Excellence (Anne Franklin) – 10 minutes
      1. Job Description for Executive Director
         a. Hand-out of proposed job description
         b. Motion (Anne) Second (Tom): Approve the Executive
            Director’s Job Description as written
c. **Vote:** Unanimous, Motion approved

2. Update on additional members on the committee. Continue to work on diversity and the weighted lottery with the new members on the committee as well as other goals as needed by the Executive Director.

iv. Communications, Advocacy, and Marketing (Alfred Mays) – 5 minutes
   1. Met on 11/18/15 to update members, review goals and responsibilities.
   2. Discuss a need for inventory of all communication outlets being used while looking at integration of CAM members with other committees.

v. Finance (Mike Fields) – 15 minutes
   1. **Bonuses**
      a. **Motion:** Approve $750.00 for all staff and $809.00 for administrators bonus for the 2015-2016 school year
      b. **Vote:** Unanimous, Motion approved

V. Unfinished Business
   a. None

VI. New Business
   a. Board’s role in Annual Fund
      i. Anne Franklin spoke on Board advocating for Annual Fund and requesting funds for the school. She is recommending a script for Board members to reach out to their contacts in the community to request funds for the school.
      ii. If interested, Board members should contact Summer in order to coordinate the list of who to call.

VII. Faculty Report (Public Comment on Agenda) – 15 minutes
   a. Vaishali Patel (8th Grade Exploris Teacher) presented on behalf of Exploris Teachers
      i. PowerPoint presentation on the Exploris Strategic Plan
      ii. All staff (28 Teachers) were in favor of diversifying the school to reflect Wake Count demographics and parallel the goals identified in the Exploris Strategic Plan
      iii. Most staff (19 Teachers) were not in favor of a weighted lottery to diversifying the school
      iv. Staff Goals: Identify and support struggling students AND Design, document, and implement a learning expedition with my team
   b. **Motion:** Call this a faculty report and give a 15 minute report while extending the meeting to 6:15pm
   c. **Vote:** Unanimous, Motion approved
   d. **Discussion:**
      i. Tom asked Summer about how often Board can be updated on the goals for the staff as outlined in the presentation.
         1. Summer referenced Monday Faculty meetings and alignment with the Educational Excellence Committee.
      ii. Cal asked about quantify the funding implications as outlined by staff for support on building curriculum and additional personnel for student support.
1. Summer noted the need for a Finance Committee to quantify that amount of funds needed.

VIII. Public Comment
   a. Parent, Shae Cleveland, spoke about being in agreement of Teacher presentation. She advise slowing down since the infrastructure is not in place at this time.

IX. Upcoming Agenda
   a. Political Activity Policy
   b. Updated Budget for January 5, 2016 meeting
   c. Policy for Receiving Gifts
   d. Charter School renewal self-study for Board review
   e. Contract for Capital Development

X. Adjourn
   a. James Gerdts adjourned the meeting at 6:21pm