

MEETING OF THE BOARD OF DIRECTORS
EXPLORIS MIDDLE SCHOOL
Tuesday, December 11, 2012
4:00 PM

It is the mission of Exploris Middle School to create a challenging and supportive learning community that engages each student in understanding and building a connected, just, and sustainable world.

Board Members Present:

Liz Baird
Kathleen Evans
Matt Friedrich
Barry Koster
Sean Gargan
Kendall Hageman
Dave Currens
Susan Johnston

EMS Staff Present:

Summer Clayton
Frank McKay

Board Members Absent:

Karen Barlow

PTO Representative Present:

Tammi Garceran

Visitors

Rachael Lambert
Wes Moore
Tom Miller

Meeting Minutes

CALL TO ORDER & WELCOME

Liz Baird called the meeting together at 4:03.

APPROVAL OF MEETING AGENDA

The meeting agenda was approved.

CONSIDERATION OF MINUTES from October and November, 2012

The meeting minutes from October and November were approved unanimously.

PRESENTATIONS

Tom Miller from DPI led the board in a discussion about the role, needed skill sets, member evaluation, recent policy decisions, etc. Tom discussed the purpose of the Office of Charter Schools. Tom discussed some of the results of a survey that he sent out to board members, including issues around communicating more effectively, defining roles and responsibilities of members, developing a strategic plan, and having purposeful meetings.

Expectations of a Charter Board:

- Properly manage and be accountable for public funds allotted to the school
- Each month critically review financial statements, formally approve needed changes to line items

- Develop and uphold policies
- In general, the board writes policies and the administrator creates procedures
- Create policies for managing school emergencies before they occur
 - governance, finance, HR, operations, visitors, grievances, employee conflict, accident, bullying, natural disasters, ordered lockdowns, acts of violence, loss of an administrator
- Ensure the school is abiding by the NC state law for Charter Schools (GS115C-238.29)
- Formally approve hiring or dismissal of any teacher or staff member who are recommended by lead admin.
- Ensure that we abide by the original charter agreement of the school
- Measure school effectiveness and alignment
- Hire, supervise, and evaluate lead administrator

Orientation Plan

Binder should have:

- Charter app
- Charter
- Bylaws
- Policy Manual
- Open Meetings Laws
- Charter School Law
- Public School Law
- Expectations as a member
- School measures
- Hiring Process

TREASURER'S REPORT

Financials Update

- Kathleen reported that 75% of parents have committed toward our fundraising goals.
- The State has allocated a higher amount per EC student, which is expected to amount to \$45,000. The school is expected to cut its deficit to approximately \$41,000 instead of \$86,000.
- Pass the Hat funds, strategic planning, and PTO funds (much of which were airfare and scholarships for students) were not in the original budget. Adding the Pass the Hat funds, and subtracting strategic planning, the balance may be around \$5000.

Tax Return

- Tax return has been completed.

Action Item:

Motion to approve monthly financials - Susan moved to approve, and Sean seconded. All approved.

ANNOUNCEMENTS / DISCUSSION OF NEW BUSINESS

- Update on Request for Proposals - the RFP for the Strategic Planning consultant is on the website.
- Update on Dix Property / K-8 Expansion - Liz is in the process of developing a white paper about why Exploris should be considered as a tenant for the Dix property. This letter / white paper would be shared with decision makers about the property.
- Governance Update
 - Policy Work - Kendall and Sean are working on a template for board and committee agendas and meeting minutes. The Fuqua students are looking through the skillsets of Exploris board members and comparing to other board makeups.
 - Board By-laws / Board Member Recruitment - Based on by-laws, we are at the cap of 12 board members. Ex officio members count toward our cap.
- Invitation for Board Participation on 8th grade Outward Bound trip
 - There is room for two board members on the upcoming Outward Bound trip. Talk to Frank if interested.
- Sonja is a finalist for a major award with the Burroughs Wellcome fund, focused on designing education around science.

Next Meeting will be on January 15, 2013.

ADJOURNMENT

The Board adjourned at 6:14pm.

Minutes Taken By: Matt Friedrich