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.

Meeting Title: Exploris Middle School Board of Directors Meeting

<table>
<thead>
<tr>
<th>Location: Exploris Middle School</th>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Meeting Date: 3/19/2013</td>
<td>Liz Baird (Chair)</td>
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<tr>
<td>Start Time: 4:05pm</td>
<td>Kathleen Evans (Treasurer)</td>
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<td>End Time: 5:36pm</td>
<td>Kendall Hageman</td>
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<td></td>
<td>Anne Franklin</td>
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<td>Karen Barlow</td>
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<td>Summer Clayton (Principal)</td>
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<td>Frank McKay (Faculty Member)</td>
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<td>Wes Moore (Board Intern)</td>
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**Absent:**

Barry Koster (Secretary)
Sean Gargan

Facilitator: Liz Baird (Chair)
Note Taker: Kendall Hageman

**Purpose:** To properly manage and be accountable for the public funds allotted to the charter school, ensure the mission of Exploris Middle School is being met and to create and maintain school policies which are lawful, fair and provide protection for all of the school’s constituents.

**Agenda:**

- Call to order and welcome
- Approval of meeting agenda
- Consideration of Minutes (February 19, 2013)
- Presentations
- Treasurer’s Report
- Action Items
- Announcements / Discussion of New Business
- Next Meeting: April 16, 2013
- Adjournment

**Item Discussed/Decisions Made**

1. **Meeting called to order** by Chair Liz Baird at 4:05pm.

2. **Welcome new board member Anne Franklin.** Members were asked to introduce themselves, share their background with the board and “If I were a student at Exploris I would be excited about…”

3. **Approval of March agenda** by Kathleen Evans, motion seconded by Karen Barlow.

4. **February meeting minutes** have not yet been shared with board members. Minutes will be sent out and approved during April Board Meeting.
   a. In absence of Board Secretary Barry Koster, Kendall Hageman has volunteered to take minutes for March Board Meeting.
   b. Request to use Governance Committee Template and post to Google Docs.
5. **STEM Recognition Application** (rubric components) was shared with Board Members. (Summer Clayton) As mentioned during the February Board Meeting, Exploris was selected as part of its membership in the NC STEM Learning Network to participate in the STEM Recognition Pilot.

   a. Summer Clayton met with Karl Rectanus (NC STEM Learning Network) on 3/18/13 to review the rubric components including principles: project-based – interdisciplinary work, partnerships with universities and community colleges and engaging local community and businesses.
   b. Application is due 4/19/2013, requiring a written narrative for each of the 11 attributes.

6. **Treasurer’s Report (Kathleen Evans)** – Financial statements were reviewed. “Pass the Hat” was not included in the budget. When all that has been promised as been collected, we are expected to have collected $40,000 for “Pass the Hat”.

   a. Cost savings in salary line due to staff changes experienced earlier in the year.
   b. Expected to exceed budgeted rent amount due to rental contract (15 year lease) that includes yearly increase based on ADM, consumer price index or 4% (whichever is higher).
   c. Last week’s Frolic fundraising event is believed to have raised an estimated $14,000.
   d. Kathleen and Summer to meet with Acadia in the next few weeks to develop 2013-14 budget.
   e. Wes suggests using historical data to predict rent increase for the coming year.
   f. Financial approved. Motion to approve February Financials by Kendall Hageman. Motion seconded by Karen Barlow.

7. **Action Items: Calendar Revision** (Summer Clayton). Exploris is required by State law to maintain 185 days of instruction or 1025 hours of instruction (excluding transition time / lunch). The calendar for the 2013-14 school year was revised by moving around half days (aligning with WCPSS) and decreasing the calendar by 1 half day. In addition, school will start at 8:15am and end at 3:15pm giving Exploris roughly 1058 instructional hours.

   a. Calendar revisions were approved. Motion to approve by Kathleen Evans, second by Karen Barlow.

8. **Announcements / Discussion of New Business:**

   a. **Governance Committee Report** (Kendall Hageman) – 3 new committee members: Shana Overdorf, Diane Smith and Danya Perry. Committee is currently reviewing the By-laws for Board Member removal policy. In addition, committee members are currently developing board member agreement (including roles and responsibilities), grievance policy and volunteer policies.

   b. Chair Liz Baird shared that Dave Currens has resigned from the Exploris Board due to other commitments. Baird extended an invitation to Bob Whitehead, who accepted the invitation / appointment. Bob will be joining the board in April 2013.

   c. **Strategic Planning Committee** (Summer Clayton) – Committee has met 3 times thus far. Working to develop mission, vision and values. Newly developed vision statement: “Being the change that solves present and future problems across the street and around the world.”

   i. Next steps after developing the value statement will be a SWOT analysis.

   d. **Summer shared a meeting she had with Gordon Smith** and Ben Steele and Andrew Stewart of Empire Properties. Smith approached Summer looking for ways he can get involved and assist with the school. Items discussed included the availability of the Y building on Hargett Street ($900K) and the possibility to expand the school.

   i. With the goal of completing the strategic planning process in May it was determined that Kathleen and Summer would talk to Mr. Smith about scheduling a follow up meeting with the full board in late spring / early summer.

   ii. The possibility of joining the Raleigh Downtown Alliance was discussed. Benefits to membership can be found online. A yearly membership for non-profits costs $150. To be revisited and discussed at the April Board Meeting.

   e. **Recognitions / Honors for Exploris:**

   i. Sonja McKay (7th grade teachers) was recognized by BWF

   ii. Exploris will be presenting at the CIS Service Learning Conference

   iii. NCSU Dean Fleener is visiting the school in the next few weeks

9. **Next Meeting: April 16, 2013**
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<tr>
<th>Action Items and Next Steps:</th>
<th>Assigned to:</th>
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<tbody>
<tr>
<td>1. Send out February meeting minutes to Board Members for review.</td>
<td>1. Barry Koster</td>
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<tr>
<td>2. Post March board meeting minutes to Google Docs using Governance Committee Meeting Minutes Template.</td>
<td>2. Kendall Hageman</td>
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<tr>
<td>3. Send blank template of meeting minutes to Secretary Barry Koster.</td>
<td>3. Kendall Hageman</td>
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<td>4. Send historical information on Rent over the past two years to Kendall Hageman and Wes Moore.</td>
<td>4. Summer Clayton and Kathleen Evans</td>
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<td>5. Look at historical data regarding yearly rent increase. Provide estimate for 2013-14 budget to Kathleen Evans and Summer Clayton using predictive analysis.</td>
<td>5. Wes Moore</td>
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<td>6. Follow up with Gordon Smith to schedule a follow up meeting to include the full board once the strategic planning process is complete (late spring / early summer).</td>
<td>6. Kathleen Evans and Summer Clayton</td>
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