



**Endeavor Board Meeting Agenda: April 14, 2020**

**7:00 PM Zoom Conference**

**Log-in Info:**

<https://us04web.zoom.us/j/265202264?pwd=YS9ZVCtOSTVBT1FxcEFZnkJXZGhBdz09>

Meeting ID: 265 202 264 Password: 7Be0jo

**Present:**

<b>Board Member</b>	<b>Position</b>	<b>Term Start</b>	<b>Term Ending</b>	<b>Present</b>
<b>Amy Tharrington</b> Start: July 1, 2016	Member	July 1, 2019	June 30, 2022	Yes
<b>Jaclyn Parks</b> Start: April 8, 2019	Member	July 1, 2019	June 30, 2022	Yes
<b>Bill Kroll</b> Start: May 19, 2016	Chair	July 1, 2019	June 30, 2022	Yes
<b>Tracy DeMarco</b> Start: June 15, 2017	Secretary	July 1, 2017	June 30, 2020	Yes
<b>Ashley Hicks</b> Start: June 15, 2017	Member	July 1, 2017	June 30, 2020	Yes
<b>Kim Keith</b> Start: May 25, 2017	Vice-Chair	July 1, 2017	June 30, 2020	Yes
<b>Nick Cerullo</b> Start: March 19, 2018	Member	July 1, 2018	June 30, 2021	Yes
<b>Israa Kanfoud</b> Start: July 12, 2018	Treasurer	July 1, 2018	June 30, 2021	Yes
<b>Jon Fowler</b> Start: July 12, 2018	Member	July 1, 2018	June 30, 2021	Yes

**Call to Order:**

**Bill Kroll**

- Bill Kroll called the meeting to order at 7:05 p.m.
- Mission Statement: Endeavor Charter School’s mission is to engage K-8 students by integrating a challenging, hands-on academic program with multi-faceted fine arts courses in a familial environment.
- Vision 2018: Endeavor Charter School’s vision is a community of educators and families working together to graduate students who are motivated and curious, capable and confident, and prepared to make a positive impact on the world around them.

**Approval of Agenda:**

**Tracy DeMarco**

- Tracy DeMarco moved to approve the April 14, 2020 Agenda. Israa Kanfoud seconded, and the motion passed unanimously.

### Approval of Minutes:

**Tracy DeMarco**

- Tracy DeMarco moved to approve the March 3, 2020 and March 13, 2020 Minutes. Kim Keith seconded, and the motion passed unanimously.

### Foundation Board Update:

**Michael Reinhardt**

- Michael Reinhardt reported that the Foundation Board met on March 3<sup>rd</sup> to discuss financing of the planned school expansion. BC Construction Group, Inc. (“BCCG”) has now completed the concept design for the school expansion, and is moving into the design phase of its engagement to fine tune the details of the agreed-upon concept.
- Michael reported that since the launch of the EndeavorExpansion.com website, there has only one question sent to the [questions@endeavorcharter.com](mailto:questions@endeavorcharter.com) email address. That email was from a community member interested in an opportunity to bid for work on the expansion project. The community should refer anyone interested in bidding for subcontractor expansion work to Michael, and he will share that information with BCCG. The Board agreed that while we welcome submissions from members of the community, no preference will be given to bidders with such a connection.

### PAWS Update:

**Mary Beth Roberson**

- Mary Beth Roberson reported that PAWS issued refunds for café days for the last two weeks of March.
- PAWS has been brainstorming ways to celebrate staff appreciation in the remote learning environment and keeping in mind that families may have less means to contribute during this difficult time.
- PAWS has received a number of scholarship applications. The group is vetting those now and will select recipients before the next Board meeting.

### Committee Updates:

#### • **Finance Committee**

**Israa Kanfoud**

- Israa Kanfoud presented the Committee’s proposal for paying 2019-2020 bonuses to staff. He explained that the main item for consideration was maintaining a healthy year over year surplus growth of approximately 3%. Consistency in this number will be important as we approach banks to finance the expansion. Within these parameters, the Finance Committee determined that the School could expend \$75,982.40 for bonuses, which translates to a bonus of approximately \$1,500 for full-time staff members and a pro-rated amount for part time staff...
  - **Accordingly, Israa Kanfoud moved to approve a bonus payment of \$75982.40 for the 2019-2020 school year. Kim Keith seconded, and the motion passed unanimously.**
- Israa next reported that ECS has received its first invoice from BCCG for services rendered to-date in furtherance of the expansion. The amount is in keeping with what was forecast in BCCG’s letter of intent and, pursuant to the Reimbursement Resolution the Board adopted in December 2019, will be fully reimbursable and rolled into the School’s financing of the expansion. services.
  - Accordingly, Israa Kanfoud moved to approve transfer of \$92,000 to pay BCCG’s invoice. Bill Kroll seconded, and the motion passed unanimously.

- Next, Michael Juby of First Tryon, the School's financial advisor, gave a presentation on financing options for the expansion. Michael walked the group through a number of financial modeling scenarios and explained how each financing option would impact the School. Michael's PowerPoint presentation is attached as Exhibit 1 to these Minutes.
- Finally, Israa noted that the Finance Committee is working on a budget for next year. Of particular note, the School's retirement fund input will increase by \$100k next year. In addition DPI has suggested that there may be a revenue decrease to schools to account for budget shortfalls due to the COVID-19 pandemic. Given this uncertainty, the Finance Committee is taking a very conservative approach to the 2020-2021 budget. Israa stated that the Finance Committee plans to circulate a draft budget before the next Board meeting.

- **Governance Committee**

**Tracy DeMarco**

- Tracy DeMarco reported that the Governance Committee continues to work on establishing a background check policy and Board evaluation proposal. The Committee is also contemplating preparing a letter to DPI regarding the School's request to expand enrollment in light of an objection letter sent by the Wakefield Elementary School PTA. Christi has asked for input from the Charter School Advisory Board as to whether a response is needed, and the Committee will be guided by that response.

- **Resource Development Committee**

**Nick Cerullo**

- Nick Cerullo reported that Stride for Pride would be taking place this week in the absence of remote learning. In lieu of the in-person event, the Resource Development Committee is working with Lauren Manfreda to plan a virtual Stride for the Pride, which will involve, among other things, a spirit week where students are invited to wear pajamas, dress for wacky tacky day, and/or take a family walk.
- Jaclyn Parks reported that the [endeavorexansion.com](http://endeavorexansion.com) website has received more than 500 views. At launch, the site had more than 100 views per day, but that number decreased over the holiday Easter weekend. Jaclyn also noted that social media feedback on the expansion has been positive. Finally, Jaclyn asked the Board to send her suggestions for additions to the website's FAQ section as the Committee would like to keep it as current as possible.

**Director's Update:**

**Christi Whiteside**

- We've loaned 48 devices to families needing additional technology for distance learning (Jim had to ensure they met federal security expectations once off our network, so started with chrome books and are moving into I pads. Laptops are harder to secure.)
- We are placing an order for 20 additional chrome books which will be paid for with COVID money.
- We are placing an order for 80 I pads to complete our grade level plan out of our usual tech budget.
- We've had 6 families offer to help with food support, but so far no families have asked for the help.
- All staff remain well and working.
- We had a workday on Monday to open 4th quarter with some modifications to our expectations.
  - We'd like staff to continue the 9-12 and 1-3 hours of availability Monday through Thursday. We will turn Friday into 9-12 office hours - no content provided on Fridays.
  - We are not worried about any minimums, but we do believe that as a motivator, test/quiz assessment is still important. We cannot worry too much about any cheating, but can scale back and redefine what a quiz or test is.
  - We will still provide new content, but will focus on the most important standards for students to move into their next year. There will need to be reteaching done next year.
  - We must make decisions about retentions and will have those conversations starting later this week.
  - Allocated some COVID funds for teacher use as they prepare lessons digitally.
- 2 dates for medicine pick-up
- We've been working with our custodial company to keep them working over this time while we are off-campus. They disinfected the building, doors, furniture, window sills, white board trays, etc. with a COVID approved disinfectant. They are deep cleaning the restrooms. This week they are repainting the lower half of our halls. They will be power washing the exterior of the building, sidewalks, and folding tables and chairs.
- Potential Board meeting dates for next year: July 21, Aug 4, Sept 1, Oct 20, Nov 3, Dec 1, Jan 5, Feb 2, Mar 2, Apr 13, May 4, June 1 (unless you want to move to later in the month once finance reports are released - 3rd Tuesday?)
- I am attending weekly meetings for charter school leaders with DPI and state leadership monitoring developments as they come.
  - The North Carolina Department of Public Instruction (NCDPI) conducted a statewide survey of all Public School Units (PSUs) between March 26-March 31, 2020. The purpose of the survey was to gather baseline information on the status of remote learning in North Carolina and to identify ways the NCDPI can provide support.
  - The survey results included in this report are representative of the 116 respondents: 95 traditional PSUs and 21 charters and non-traditional PSUs.
  - Some of the highlights of the collected data:

- Ninety percent (90%) had a remote learning plan in place.
- Ten percent (10%) had a remote learning plan in progress.
- Fifty-one percent (51%) reported students are reviewing previously taught content.
- Forty-nine percent (49%) reported students are learning new material.
- Slightly more than 50% of the PSUs are grading the remote learning work that is collected.
- Eighty-five percent (85%) reported having standards-based lessons for math, English language arts, science, and social studies for remote learning.

**Adjournment:**

**Bill Kroll**

Bill Kroll moved to adjourn at 8:28 p.m. Kim Keith seconded, and the motion passed unanimously