



**Endeavor Board Meeting Agenda: August 13, 2018**  
**7:00 PM in ECS Multipurpose Room**

**Present:**

<b>Board Member</b>	<b>Position</b>	<b>Term Start</b>	<b>Term Ending</b>	<b>Present</b>
<b>Jim Hollis</b> Start: June 6, 2016	Treasurer	July 1, 2016	June 30, 2019	No
<b>Charlie Kennedy</b> Start: September 6, 2013	Member	July 1, 2016	June 30, 2019	No
<b>Bill Kroll</b> Start: May 19, 2016	Chair	July 1, 2016	June 30, 2019	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	Member	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 moved to call the meeting to order at 7:10. Kim Keith seconded. Motion passed unanimously.
- 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 August 13, 2018 agenda.
  - Ashley Hicks seconded.
  - Motion passed unanimously.

### Approval of Minutes:

Tracy DeMarco

- Tracy DeMarco moved to approve the July 22, 2018 minutes.
  - Ashley Hicks seconded.
  - Motion passed unanimously.
- Tracy DeMarco moved to approve the August 6, 2018 minutes.
  - Nick Cerullo seconded.
  - Motion passed unanimously.

### Foundation Board Update:

Michael Reinhardt

- The Foundation Board held its first meeting of the school year on August 12, 2018, and welcomed Jon Beringer as a new member. The Board discussed facility improvement.
- Do-Dads has been reinvigorated as PAWS committee—Lend a Paw.
- The Board has identified a leak in the roof of the front overhang and plans to follow up with the building inspector to determine the cause and whether any improvement is needed to fix the leak.

### PAWS Update:

Natalie Newell

- PAWS membership drive—which, for the first time, was conducted online—has been very successful. Membership has reached 274 families and 100% of teachers and staff. Tiffany Carson coordinated a positive message initiative to inform teachers and families of the benefits PAWS membership has for students.
- PAWS had its first Board meeting on August 2, 2018.
- PAWS will be working with Lauren Manfreda on Fun Fest to prepare an activity booth and help man the hot dog stand.
- The PAWS Mane Event is Wednesday, August 15, 2018. The theme this year is “Learn by Doing,” and PAWS will showcase each of its committees, describe its mission, and explain how it helps the School and organization.

### Committee Updates:

#### • Finance Committee

Bill Kroll

- This year, the School will receive a small increase in the per pupil revenue it receives from the State.
- Israa Kanfoud has begun working on strategic planning for the School’s finances. He is preparing a tool that will allow quick manipulation of data and assumptions. The Finance Committee will use this tool to track opportunities and risks and make better informed financial decisions.
- Consistent with the School’s efforts to keep Athletics under its umbrella, Boosters has closed its bank account. All of its former funds have been deposited into School’s account and earmarked for athletics.
- Approval of recurring expenses.
  - **Bill Kroll moved that the bills received from the following companies be added to the School’s list of approved recurring expenses:**
    - **Aflac**
    - **Blue Cross Blue Shield**
    - **Philadelphia Insurance Co.**
    - **Century Link**
    - **Charter Success**
    - **Cincinatti Life**

- **City of Raleigh**
- **Cleannet of Charlotte**
- **Duke Energy**
- **Endeavor Foundation**
- **Kathryn Trocinski**
- **R and R**
- **Ricoh**
- **Robin Veldman**
- **Met Life**
- **Waste Industries**
- **Nick Cerullo seconded.**
- **Motion passed unanimously.**
- Confirmation of the Committee's description for the website is deferred until the next meeting.

- **Governance Committee**

**Tracy DeMarco**

- 2018-2019 Goals:
  - Revise Admissions Policy.
    - The Committee is considering revisions to the day 1-20 attendance and waitlist notification/acceptance procedure. The current policy creates a potential 48+ hour window where there may be no student filling an available seat. Because the School's State funding is based solely upon attendance in the first 20 days, the Committee is discussing potential ways to minimize absences caused by seat vacancies and unexcused absences during that time period.
  - Continue process for drafting Field Trip Safety recommendations.
    - Kim Keith began this initiative at the end of the 2017-2018 school year, bringing together teachers and parents for an open discussion to address a number of issues surrounding field trips. This discussion will continue in the 2018-2019 school year with the goal of preparing a set of safety guidelines applicable to all field trips.
  - Finalize review of all School policies.
  - Research and establish process for Board assessment and development.
- The Governance Committee approved the following description to be included on the School's website:
  - The Governance Committee is responsible for:
    - Board policies and procedures;
    - HR issues that cannot be resolved at the School's administration level;
    - Board development;
    - Board assessment;
    - Director's assessment; and
    - Legal issues.

- **Community Engagement Committee**

**Ashley Hicks**

- 2018-2019 Goals:

- The Community Engagement Committee is responsible for fostering a relationship with the community and other stakeholders. This year, the Committee will place particular focus on PAWS, making sure at least one member of the Committee attends all PAWS meetings. In addition, Nick Cerullo will attend all Development Committee meetings.
    - Prepare a 10-year development goal.
  - Fall Fun Fest Booth
    - This year, the Committee plans to sponsor a fear factor booth instead of the Board's traditional bowling booth.
  - Development Committee Update
    - Nick Cerullo reported that the Annual Fund is on trend.
    - The Development Committee sent all parents a donation request for the upcoming Fall Fun Fest. Already, the Committee has received donations from many businesses, including baskets, passes, track out camps, etc.
  - The Community Engagement Committee approved the following description to be included on the School's website:
    - The Community Engagement Committee is responsible for:
      - Preparing a 10-year development plan; and
      - Developing and maintaining relationships with stakeholder groups, including, but not limited to:
        - PAWS;
        - ECS Development Committee (run by Lauren Manfreda);
        - Foundation Board;
        - Stakeholder meetings; and
        - Staff roundtables.

**Approval of Contracts:**

**Bill Kroll**

- **Bill Kroll moved to approve the following contracts:**
  - **Susan White, Student Assistant Program Coordinator**
  - **Mark Root, Girls' Volleyball**
  - **Carolyn Southard, Cross Country**
  - **Jeannie Wainwright, Girls' Tennis**
  - **Aaron Gibbs, Boys' Soccer**
- **Tracy DeMarco seconded**
  - **Motion passed unanimously.**

**Update to Beginning Teacher Support Program:**

**Christi Whiteside**

- State has issued a new list of requirements for the Beginning Teacher Support Program. Christi has been working on revisions to the ECS program and anticipates being ready to share a draft with the Board before next meeting.

**Director's Update:**

**Christi Whiteside**

- Current enrollment is 511. We are still trying to fill 2 8th grade seats. Governance Committee will be looking at our Admissions Policy to see if ECS can speed up the admissions process.
- ECS has held 3 parent events so far - Meet the Teacher and 2 Curriculum Nights. All were well received.
- Volleyball is an official ECS sport. Mark Root is coaching, and 22 girls are on the team.

- 78 students are participating in fall sports.
- 6th graders were invited to join cross country and boys soccer.
- ECS hosted Wake Forest Police Department during the teacher workdays. They provided an active shooter training and will return for our next lock down drill to provide additional suggestions.
- ECS is partnering with the Fill Your Bucket List Foundation for a school wide service project. More info to come!
- Bill Kroll recommended the November 19 date for the Nov Board meeting. Please adjust your calendars!
- Carpool is starting to smooth out. We have more kindergarten students than usual who need help opening doors and getting in or out. For anyone who has such special needs or is unable to independently handle carpool, it was recommended to come close to 8:15 in the morning and 3:40 in the afternoon. Those times have less traffic. Three letters have been sent to parents who were disrespectful to carpool staff.
- Math 1 classes are larger than is typical this year. For this year, Mrs. Southard is in class and supporting Mrs. Tyler as she seeks materials, etc. Mrs. Southard will also be available to provide extra support for any student who struggles during the school year.
  - Some statistics: Last year - One 7th grade math class had 22 students, Math 8 had 21, Math 1 had 17 per class
  - This year - One 6th grade class has 21, 7th grade has 19, Math 8 has 10, Math 1 has 24 or 26 (we lost 4 students who had enrolled in Math 8 and were replaced by students in Math 1)
- Changed landscaper. New company has mulched, fixed a number of landscaping issues, saved our fence. Will talk to him about Spring issues later in the semester.
- We will delay looking at the new requirements for Beginning Teachers until September.
- PAWS – considering coupon books. Families or kids selling things have always been something ECS has tried to avoid. Struggle with messaging with Annual Fund and what is needed to fund the bottom line.

### **Closed Session:**

- Bill Kroll moved to go into closed session pursuant to N.C. Gen. Stat. § 143.318.11(a)(1) & (6) at 7:57 PM.
  - Nick Cerullo seconded.
  - Motion passed unanimously.
  - No action taken during closed session.
- Bill Kroll moved to go to open session at 8:22
  - Nick Cerullo seconded.
  - Motion passed unanimously.

### **Adjournment:**

- Bill Kroll moved to adjourn at 8:23.
  - Ashley Hicks seconded.
  - Motion passed unanimously.

**Bill Kroll**