Endeavor Board Meeting Agenda: August 16, 2010

Opening:

Christian Nechyba called the regular meeting of the ECS Board of Directors to order at 7 pm on August 16, 2010 in Endeavor's multi-purpose room.

Present:

Christian Nechyba, Larry Woolard, Andy Kristianson, Margaret Holder, Helen Harris, Lisa Springle, Steve McAdams, Christine Northrup

Minutes:

Christian Nechyba moved for approval of minutes from the June board meeting. The minutes were unanimously approved.

PAWS Update:

Kris Stauffer provided that the first PAWS general membership meeting will be August 23, 2010. The 2010-2011 budget had been approved by the PAWS board. The Lion Share fundraiser was under way. A 3rd café day may be added this year. The membership drive was going well; 189 families have joined out of 277.

Foundation Update

Steve Santana stated that Foundation meetings would continue on the third Sunday of every month. The architect search had been narrowed to two finalists: SFLA and Insight Architects.

Scott Mathers reported that the capital campaign was in an exciting phase. He stated that there were 277 families at Endeavor this year, and that the campaign had held individual meetings with 45, and had teacher meetings as well. Two information sessions had been held, and more were scheduled for September and October. The campaign will have touched about 49% of current Endeavor families after information sessions next month. A Valentine's and grandparent's event were being considered.

Enrichment Report

Tamara Santana stated that all Enrichment programs were open, and that she had processed 175 receipts. Parenting workshops start next week, and she stated that these had

been marketed to the community. She stated that the academic mentoring program was also exciting.

Leadership Team Update

Maija McAdams stated that training for the new teacher evaluation tool had been completed with the staff. Staff professional development plans were being submitted.

Maija McAdams continued that the Board had set aside $20,00 for staff development. Each certified teacher would be allocated $350 per year. $175 would be allocated for non-certified staff, and the allocation would be pro-rated for part-time staff. $6-7,000 would be allocated for general professional development. Steve McAdams stated that he was attending a charter school leadership conference at Harvard this November. Maija McAdams stated that there had been a mentor bonus of $200 last year, but no board decision had been made this year. Maija McAdams continued that the administration had started to schedule evaluations for teachers. She stated that the Director and both curriculum coordinators would be involved in conducting reviews, and that she would review mentors.

Whitney Wallace stated that block scheduling was going well for 7th and 8th grade. A community service activity at a local food bank had been scheduled. The new Spanish curriculum had received positive feedback.

EOG Report

Maija McAdams stated that Endeavor had been officially designated as an Honors School of Excellence for the second year. The administration had already contacted the regional accountability coordinator to explain the growth calculations. The board discussed a review of results with the DPI accountability coordinator. McAdams responded that he had already requested this. It was concluded that the Board should hear an analysis of the EOG data after results had been reviewed with the school's new DPI contact.

Treasurer's Report

Larry Woolard stated that the school's First Citizen's account had a balance of $225,468.56, the school's Bank of America CD had a balance of $202,491.50, and the school's Regions Money Market account had a balance of $225,183.98. A projected positive balance of $99,415 at the end of the year was anticipated based on the current budget.

Audit Update

Margaret Holder stated that the auditors were coming on September 24th for a site visit. She stated that she had not seen any problems or issues so far.

Board Calendar/Priorities Review

Helen Harris stated that in order to organize the Board's regular annual activities, she had generated a board calendar and priorities list, which she briefly reviewed.

Security Task Force Proposal

In light of two security incidents this year, Steve McAdams proposed the creation of a task force to propose additional security measures for the building. He suggested that the task force be comprised of himself, Larry Woolard (as a finance representative), Steve Santana (as a technology expert), and Thad Stauffer (as a facilities expert). Steve Santana proposed going back to two vendors who had made security proposals during our first year, which included proposals for both alarms and video surveillance at a cost of about $28,000. Security policies and procedures were in place, and staff members were asked not to be in the building alone. Audience members asked questions regarding lock down procedures and security of student files.

Administrative Job Descriptions & Review Criteria

Lisa Springle reviewed administrative job descriptions. The Board would review the Director on the basis of this job description, and the Director would review the curriculum and teaching services coordinators, with board presence at evaluations of Christi Whiteside and Maija McAdams due to their family relationship to the Director. After two closed board personnel discussions on August 1 and August 15, the Board had voted to change Christi Whiteside's title for the current school year to Senior Curriculum Coordinator and Assistant Director, which she said more closely described her existing duties. As a result of these changes, Christi Whiteside's position would transition from a 10 to an 11-month position.

Lisa Springle moved for the approval of the Director's job description and review criteria as submitted by the personnel committee. The job description and review criteria for the Director were unanimously approved by the Board, with abstentions from Steve McAdams and Christine Northrup.

Athletic Director Consent Vote

Lisa Springle stated that Josh Burt had completed his certification, and moved to increase his pay accordingly. The motion was unanimously approved.

E-mail Retention System Consent Vote

Andy Kristianson stated that, as an entity that received public funds, the school was required to retain public records indefinitely. He moved that the Board allocate funds to hire a third party to retain all e-mails sent and received on Luxsci by Endeavor staff or Board members for this year. The motion was unanimously approved.

Volunteer Project Update

Helen Harris stated that the volunteer project would conduct surveys next month to explore volunteer capacity and interview different groups about volunteer needs.

Online Survey Tool

Margaret Holder stated that she was working to transition parent surveys to an online format this year.

Bullying Policy Update

Steve McAdams stated that the school's bullying policy, would be distributed to all Endeavor families within the next several weeks. He added that the administration had interviewed six candidates for the guidance counselor position, and the position would likely be filled soon.

Public Comments for Board Consideration

Susie Masten and Andy Kristianson had a discussion about whether all Board committee meetings should be public. It was agreed that Andy Kristianson would investigate Mrs. Masten's concerns and respond to her, and that the Board fully intended to comply with all legal obligations regarding public meetings.

Susan Krause gave a presentation about her concerns about student nutrition. As the Board medical representative, Christian Nechyba would meet to discuss her concerns further.

Adjournment

Christian Nechyba adjourned the meeting at 9:15 pm.