



Endeavor Board Meeting Agenda: May 24, 2010

Call to Order

DJ Hil

The regular meeting of the Endeavor Charter School Board of Directors was called to order at 7:06 pm in Endeavor's multi-purpose room by DJ Hill.

Present

DJ Hill, Larry Woolard, Christian Nechyba, Helen Harris, Margaret Holder, Lisa Springle, Andy Kristianson, Steve McAdams, Christi Whiteside

Minutes from Last Meeting

Christian Nechyba

Christian Nechyba asked for approval of minutes from the April board meeting. The minutes were unanimously approved.

PAWS Update

Karin Reed

Karin Reed provided an update from PAWS. She reported that PAWS officers for next year had been elected at the last general membership meeting, and that the officer transition was under way. Current terms for PAWS board officers would conclude at the end of this school year. An amended budget had also been approved, and excess funds had been used to satisfy a large proportion of the school's wish list. Smart boards for each grade level had been purchased, and would be portable to the school's new building. LCD projector were being provided in each classroom. DJ Hill asked if there would be a training component for this new technology. Steve Santana stated that the task was to adjust the curriculum to incorporate the use of smart boards. Helen Harris stated that Melissa Bonsted had attended Pleasant Union's technology night, and the technology teacher at Pleasant Union was a smart board trainer. Christi Whiteside added that existing curriculum programs , such as daily grammar practice, had a smart board component.

Karin Reed added that \$3900 of the surplus PAWS budget funds would be reserved as a legacy gift to the school. She also added that the end of year picnic was being planned for June 26 from 4-6 pm at Blue Jay Point (the rain date would be the next day). Next year's officers were planning the picnic. The last PAWS board meeting for the year would be held on June 7 at 6 pm in the ECS multi-purpose room. DJ Hill asked when the next general membership would be held. Karin Reed responded that the date had not been set, and would be set by next year's officers. Karin Reed stated that she would not be here for the next ECS board meeting. Christian Nechyba expressed his thanks to Karin Reed and the PAWS board on behalf of the ECS board, for all that they had done for the school, and for the cooperative and generous spirit with which they had worked with all ECS stakeholders. DJ Hill added that the level of discussion of the PAWS board this year had been excellent thanks to Karin Reed's leadership. He stated

that PAWS, under her leadership, had been a fully integrated part of Endeavor's stakeholders group, and he offered his gratitude.

Foundation Update

Steve Santana

Steve Santana provided an update from the ECS Foundation. He stated that 13 architects had responded to the design RFP. In the next 5-6 weeks, it was hoped that an architect would be identified. He thanked Wayne Fenton and the design team for their leadership.

Scott Mathers reported that the capital campaign had been busy, and had met with 8 board members, as well as a few other families. He stated that the capital campaign committee was also setting up meetings with non-board families who were already somewhat familiar with the campaign. He stated that meetings were being set up with two individuals. Lisa Wilson had become very involved, and had volunteered to assist in leading presentations. She had become co-chair of the capital campaign, but Scott Mathers stated that he still planned to remain the face of the campaign. As there were many people to meet with, the committee would need some additional support. The marketing committee was assembling materials for presentations. The committee was starting to receive feedback from families. Steve Santana stated that the foundation felt comfortable about its internal goals, and that the selection of an architect would be helpful also. DJ Hill stated that the board greatly appreciated the work of the foundation and the campaign committee, and that he looked forward to watching their progress.

Enrichment Update

Tamara Santana

Tamara Santana provided an update from the enrichment program. An academic mentoring program was being launched, which would provide students with tutoring and homework assistance. She stated that she had attended a Lego conference, and was negotiating with "bricks for kids," a Lego robotics program. Parent education conferences were also being developed in consultation with Project Enlightenment. DJ Hill stated that Tamara Santana had done a great job leading the program this year, and that the program had offered a great variety of courses. He added that the enrichment program had received great feedback on this year's surveys also. DJ Hill proceeded to ask for a vote to change the Enrichment coordinator's compensation from an incentive base to a fixed salary. Lisa Springle made a motion to change the enrichment coordinator's compensation from an incentive base to pure salary. The motion was unanimously approved.

Christi Whiteside stated that enrollment physicals were in progress for next year's athletics program. The boosters were planning a fall event/fundraiser, including possibly two dances. Christian Nechyba added that the boosters had hosted a wonderful end of year banquet. Helen Harris added that Ryan Kelly, a Duke basketball player and national merit scholar, spoke at the banquet, and emphasized the importance of maintaining high academic standards as well as athletic performance.

Stakeholders Update

Helen Harris

DJ Hill invited Helen Harris to provide a stakeholder's update, as she had attended the last stakeholder's meeting. Helen Harris stated that representatives of PAWS, athletics, enrichment, administration, foundation, and board had all attended the last stakeholder's meeting. The purpose of the stakeholder's meeting was to coordinate calendars, so that everyone would know what was going on. She added that she, DJ Hill, and Christian Nechyba had also attended the last faculty meeting. She

stated that she hoped more board communication at faculty meetings would occur, and that the faculty asked many good questions. The administration would present a five-year plan at the June board meeting. Helen Harris stated that volunteerism, the need to avoid burn out, and the need to understand different schedules were also addressed. A survey to address volunteerism was also discussed. DJ Hill asked Cindy Landwehr what her perception of the faculty meeting was. Cindy Landwehr stated that the faculty was pleased that board members came to the meeting to answer questions. She suggested that announcing a question and answer format ahead of time would allow the faculty time to prepare questions. DJ Hill stated that Lisa Springle would attend the next faculty meeting, and that he would like to see board members attend one faculty meeting per semester. He added that one faculty member had brought up the school's need for a diversity plan, and that he hoped the board would consider this as we get closer to moving to a larger facility.

DJ Hill stated that some concern about the discontinuation of the DARE program had been raised. Christi Whiteside stated that the DARE program was offered nationwide to fifth grade students, and covered drug abuse, gangs, and healthy life choices. The program had been offered at Endeavor last year, but is generally not offered in charter schools. The program required once weekly 45 minute sessions for 14 weeks in each class (they program wouldn't allow for combined classes). Fifth grade teachers felt this was a great drain on resources. The decision to discontinue the program was a grade level decision that the administration supported. There had not been studies that correlated the DARE program with decreased drug abuse outcomes. The 5th grade would use science classes after EOG's to address the topics which the DARE program covers. She added that 8th grade might be a better year to more thoroughly address these topics, as students were preparing to enter high school. Helen Harris suggested that the Director send out a communication about the reasoning for this decision to concerned parents.

Helen Harris concluded that naming rights for the new building had also been discussed for high donation levels, preferably for large meeting areas, not individual classrooms. Steve Santana added that before naming commitments were made, suggestions would be brought to the board for approval. DJ Hill stated that these had just been initial discussions, and that no decisions on naming rights had been made.

Treasurer's Report & Draft Budget Report

Larry Woolard

Larry Woolard provided that the school's Bank of America CD had a balance of \$202,389.46. The First Citizen's account had a balance of \$884,846.84. The school was on target to meet its future building outlay, and the finance committee was looking into moving some of the First Citizen's balance into a second CD. The draft budget was being reviewed as the school was looking back at last year, and look at the challenges going into next year. There would be increases in the audit reserve, the legal reserve, and the board was also exploring an increase in the technology position, the addition of a Spanish teacher, a 30% teaching coordinator position, a part-time guidance counselor position, and a possible increase in the professional development budget for teachers. The finance committee would looking at how to fit these expenses into the budget, but he feel comfortable that the board would be able to re-allocate funds to achieve these goals. Administration is looking at cuts in other line items to pay for these changes. He stated that the budget would be tighter in 2010-11 due to funding cutbacks. Margaret Holder added that she had talked to the auditors about extending the promissory note to the ECS Foundation. She stated that Endeavor had just signed the audit contract with the same auditing firm that conducted last year's audit. Larry Woolard asked that expenditures for this year be finalized as quickly as possible so that the school could finalize the books for this year.

Staff Proposals: Guidance & Staff Benefits

Steve McAdams

Steve McAdams stated that the school was in good hands with the board figuring out how to make things happen. Two years ago, he stated, he was sitting around a kitchen table with the other Endeavor founders; at that time, everything logical said the school wouldn't happen. Now, he stated, with the Foundation working on raising money for the new building, he believed that this would happen too. He went on to propose an increased staff development benefit for teachers to do continuing education, and to become even better educators than they were today. This proposal, as well as a proposal for a part-time guidance counsellor position and an increase in the technology position, would be worked into a final budget, which would be discussed at the June board meeting.

Personnel Committee Update

Lisa Springle

Lisa Springle provided an update from the personnel committee. The personnel committee had met to discuss a number of personnel-related topics, including paid time off for part-time and full-time employees, the technology position, and the the teacher services coordinator position. She moved that the board vote on the following four items:

1. (seconded by Andy Kristianson) Employees working part-time positions that are 50% or greater will earn paid vacation days equal to the percentage of the equivalent full-time position that they work.

This motion was approved by unanimous vote of board members present.

2. (seconded by Christi Whiteside) The expansion of the current technology coordinator position from five mornings a week to four full days per week.

This motion was approved by unanimous vote of board members present.

3. (seconded by DJ Hill) The creation of a teacher services coordinator position responsible for the coordination of teacher evaluations, certification, and training (among other things). This will be a 30 percent position.

This motion was approved by unanimous vote of board members present, with abstentions from Christi Whiteside and Steve McAdams.

4. (seconded by DJ Hill) 11-month employees will earn a total of 13 paid vacation days per year at a rate of 1.2 days per month. (The current policy is that 11-month employees receive the same number of days as 10-month employees. The personnel committee recommends being consistent in the calculations.)

This motion was approved by unanimous vote of board members present, with abstentions from Christi Whiteside and Steve McAdams.

Note: Christian Nechyba was called out of the room for these votes, but supports all four of these motions.

Christian Nechyba added that faculty survey results had been shared with all board members, but would remain confidential from the public. He stated that the feedback had been generally positive, but that there were several concrete opportunities for improvement pointed out in the surveys, including the need for an increase in the technology position, the need for a guidance counselling position, and the desire for more opportunities for professional development. Results of the parent

surveys would be discussed at the June board meeting. A summary of these results would be made public.

Corporate Governance: Staff Board Position

Andy Kristianson

Christi Whiteside announced that she would resign her board position at the end of this school year. She stated that the board recognized the unique role of educators on the board, and that she appreciated that this board recognizes this is a value. She stated that she is not concerned about any of Endeavor's staff members moving into this role on the board in her place. Andy Kristianson stated that the board had been very thankful to Christi Whiteside for her service to the board and her ability to balance this with her staff duties. Andy Kristianson continued that one year of Christi Whiteside's term needed to be filled, and that the vacancy of the staff board position had been announced to the Endeavor staff at this week's faculty meeting. Staff members interested in the position should let Steve McAdams know. The board's intent was to interview candidates, preferably with all external board members present (with the exception of Steve McAdams and Christi Whiteside). The board would plan to conduct these interviews prior to the next board meeting. DJ Hill stated that the board had professional expertise, but that Lisa Springle was the only external board member with an educator's background. He added that Steve McAdams and Christi Whiteside had kept the board grounded to the mission of school, and had been active participants in all board decisions, with the exception of certain personnel decisions. He stated that he recognized that this board structure may not be the preferred DPI position, but that staff board members would continue to keep parents who are volunteering as external board members (and who would come and go) grounded to the school's mission and long-term future.

Charter Review Discussion

DJ Hill

DJ Hill stated that this discussion would be deferred until the administration presented the school's 5-year plan at the June board meeting.

Announcement: June Board Meeting Change

DJ Hill

DJ Hill stated that, in order to avoid a scheduling conflict with eight grade graduation, the June board meeting would be moved to June 21st at 8 pm or 15 minutes after the Endeavor music concert, whichever comes later. The meeting will be held in the multipurpose room at Endeavor.

Public Comments for Board Consideration

Tamara Santana asked about electives for middle school grades and whether these electives were going to be eliminated. Christi Whiteside responded that there had been mixed reviews about how electives went this year. There will be a meeting that involves fine arts, EC, and middle school staff to decide what will happen with the elective program. The teachers and administration would review the parent survey data on the elective program. Helen Harris asked whether it would be possible to have a meeting with parents in order to explain to them what the elective program would look like at the end of this quarter so that parents would understand before school starts how the middle school program works. Cindy Landwehr stated that the teachers may not have the program solidified until the teacher workdays that will happen in July. Christi Whiteside stated that a middle-school meeting could be arranged early in the year. Cindy Landwehr suggested a parent information night rather than an open house so that parents understand it would be an information session rather than a meet-the-teacher

time. DJ Hill suggested that the sports program could also be discussed during this time. Christi Whiteside stated that this was a great suggestion and that she would take it to the leadership team.

Karin Reed stated that if the board had specific budgetary needs, they should discuss them with PAWS for inclusion in next year's budget. She pointed out that PAWS could eliminate the funding of some field trips next year so that PAWS could fund other needs in the school. DJ Hill asked how much money went towards the field trips, and Karin Reed stated that it was about \$17,000. She stated that this money could be used for other things. Larry Woolard stated that he believed that the funding of the 6th-grade space camp field trip should continue because the PAWS funding of that trip allowed some students to go who wouldn't otherwise have had the money to go. DJ Hill suggested a student government fundraiser to offset some of the field trip funding.

Review of Action Items & Close

DJ Hill

DJ Hill adjourned the meeting at 8:12 pm.