



## Endeavor Board Meeting Agenda: November 14, 2023

**7:00 PM in the Auditorium and via Zoom:**

<https://us02web.zoom.us/j/85926333534?pwd=UIYwTzRFdDYrb0dJK28zZkoxQzgvUT09>

**Present:**

<b>Board Member</b>	<b>Position</b>	<b>Committee</b>	<b>Term Start</b>	<b>Term Ending</b>	<b>Present</b>
<b>Vacant</b> Start: 3/15/2022	Member		7/1/2022	6/30/2025	
<b>Jaclyn Parks</b> Start: 4/8/2019	Member	CDC (Chair)	7/1/2022	6/30/2025	Yes
<b>Katrina Caseldine</b> Start: 3/1/2023	Member	Governance	7/1/2022	6/30/2025	Yes
<b>Tracy DeMarco</b> Start: 6/15/2017	Secretary	Governance (Chair)	7/1/2023	6/30/2026	Yes
<b>Kristen Walsh</b> Start: 3/1/2023	Member	Governance	7/1/2023	6/30/2026	Yes
<b>Michael Gottlieb</b> Start: 7/01/2022	Member	CDC	7/1/2023	6/30/2026	Yes
<b>David Roy</b> Start: 2/23/2021	Member	Finance	7/1/2023	6/30/2026	Yes
<b>Alyssa Ruth</b> Start: 3/15/2022	Member	CDC	7/1/2021	6/30/2024	No
<b>Israa Kanfoud</b> Start: 6/12/2018	Treasurer	Finance (Chair)	7/1/2021	6/30/2024	Yes
<b>Dustin Embrey</b> Start: 2/23/2021	Chair	--	7/1/2021	6/30/2024	Yes
<b>Heather Flynt</b> Start: 3/1/2023	Member	Finance	7/1/2021	6/30/2024	Yes

**Call to Order:**

**Dustin Embrey**

- Dustin Embrey called the meeting to order at 7:01 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 November 14, 2023, Agenda. Katrina Caseldine seconded, and the Motion passed unanimously.

**Approval of Minutes:****Tracy DeMarco**

- Tracy DeMarco moved to approve the October 24, 2023, Minutes. Katrina Caseldine seconded, and the Motion passed unanimously.

**Foundation Board Update:****Dustin Embrey**

- Dustin Embrey reported that Paul DeMarco is working on preparing a letter to BCCG regarding the field and gym leak remediations required on campus.
- Dustin also reported that the Town of Wake Forest granted the School an extension of time to complete repairs on the retention pond.
- The Foundation Board plans to meet in December.

**PAWS Update:****Lori D'Elia**

- Lori D'Elia reported that PAWS has finished reviewing submissions for the yearbook cover contest, and the winner will be announced tomorrow, November 15<sup>th</sup>.
- Lori reminded the Board that PAWS engaged Jostens to take school pictures as well as the yearbook. Now that the photo retake day has passed, Jostens has uploaded all photos for yearbook production.
- For the Fun Fest, PAWS provided the basketball inflatable and secured the mascots, both of which were a big success with students.
- PAWS is in the process of planning the Book Fair, which will take place on March 1-8, 2024.
- To show staff appreciation, PAWS provided a breakfast for the staff the morning after Halloween and a staff luncheon the day of Fun Fest.
- PAWS participated in a PTA collaborative with a number of neighboring schools. Lori and Jessica Gray attended on behalf of PAWS and met with PTA presidents from other schools. The group shared ideas about fundraising, event sponsorship, etc. Participants from other schools were very complimentary of PAWS. Lori reported that she and Jessica took away a number of great ideas from the group.
- Spirit night is Thursday, November 30<sup>th</sup> at Bella Italia. Bella will be donating 20% of all sales that day to ECS.
- Lori asked for guidance from the Board regarding PAWS' sponsorship of free and reduced lunch. Currently, families who purchase café days are given the option to contribute to funding for additional lunches. PAWS would like to make the language more explicit that any such donation will go toward supporting free and reduced lunch. Tracy DeMarco and Katrina Caseldine indicated that the Board did not have any legal concerns with that approach.

**Committee Updates:**

- Finance Committee **Israa Kanfoud**
  - Heather Flynt reported that the Finance Committee completed all the paperwork to transfer previously-approved funds to an interest-only account. These funds will begin accruing interest beginning December 1, 2023.

- Israa Kanfoud presented a Duke Energy invoice for Board approval. Israa explained that the amount due includes charges from previous periods, which resulted in a total that requires Board approval.
  - **Israa Kanfoud moved to approve payment of \$13,761.91 to Duke Energy for utility services. Dustin Embrey seconded, and the Motion passed unanimously.**
  
- Governance Committee **Tracy DeMarco**
  - Approval of Parental Leave Policy.
    - Katrina Caseldine presented the Parental Leave Policy for Board approval. Katrina reminded the Board that it had previously voted to move forward with implementing a parental leave policy that takes advantage of the state funding that is now available.
    - Katrina explained that, as drafted, the Policy provides eight weeks of leave for a birthing parent and four weeks of leave for non-birthing period. Under the policy, periods of track out and summer break will not count toward the paid leave. However, holidays will count toward the paid leave. This approach tracks the policy that Wake County is developing.
    - **Katrina Caseldine moved to approve the Parental Leave Policy. Michael Gottlieb seconded, and the Motion passed unanimously.**
  
- Community Development Committee **Jaelyn Parks**
  - Report on Annual Fund. Becky Catlett reported that ECS now has more than 60 monthly recurring donors. As of November 1, the Annual Fund is approximately 19% of the way to the annual goal.
  - Fun Fest Update. Becky reported that the Fun Fest raised approximately \$34,000. While this is approximately \$2,000 short of the amount raised last year, the School is pleased with the result, particularly given that there were fewer large items donated to the silent auction this year. More than 600 children attended the event, which is a significant increase over 2022. With the funds raised from Fun Fest, the Annual Fund is now 33% of way to its fundraising goal.
  - Michael Gottlieb reported that he sent a communication to members of the business alliance that the group will pause its efforts to launch as an organization. Members of the alliance still plan to support and host a career fair and financial literacy fair, and Michael will coordinate with Christi on development of those two items. communication went out to group about pause on business alliance.

**Director's Update:**

**Christi Whiteside**

- Since last month, ECS's potato gleaning dates were canceled by the farms as crops were running several weeks late. ECS is working with each of these farms to determine whether the School can reschedule gleaning dates.
- The ECS Thanksgiving meal drive is almost complete. The School has collected enough for 19 full meals for ECS families who qualify for this support.
- Fear Factor day took place on Oct 27. It was a full day of science experiments and experiences for all of middle school.
- ECS staff is currently surveying and making plans for next semester's special events.
- ECS's Family Fun Fest took place on Nov 3. We had a huge response with 81.5% of students purchasing wristbands! We raised \$34,713!

- Mrs. Adams, Mrs. Blanchard, and Christi Whiteside applied for the Center for Safer Schools Safety grant last week and are eagerly awaiting news of the outcome.
- Tomorrow and Thursday, several staff members are off-site working on analyzing ECS data and directions for future growth.
- Auditions are underway for 7th and 8th graders who want to perform in the Little Mermaid Jr. which will be performed in the spring.

### **5-Year Strategic Plan:**

**Dustin Embrey**

- Dustin thanked Board for the hard work and significant time put into developing plan. Dustin gave a quick summary of the steps the Board has taken to reach this point. The process kicked off when the Board engaged GROW Associates to assist in developing the plan. GROW spent more than 6 weeks of in depth learning about the school, including reviewing existing policies and processes, hosting roundtables with staff, meeting with community stakeholders, and engaging with the Board. In early September, GROW presented what they had learned and their recommendations to the Board. The Board spent the next two months engaging with each other to discuss the proposal and determine the final make-up of the five-year plan. After many discussions and collaboration, the Board unanimously supports the elements of the Plan.
- **Dustin Embrey moved to approve the Five-Year Plan. Kristen Walsh seconded, and the Motion passed unanimously.**

### **Public Comment:**

- No member of the public indicated a desire to be heard.

### **Closed Session:**

Dustin Embrey moved to go into closed session at 7:38 p.m.

Dustin Embrey moved to go into open session at 8:24 p.m.

### **Additional Items**

- **Dustin Embrey moved to approve engagement of Grow Associates to assist in execution of the Five Year Plan. Jaclyn Parks seconded, and the Motion passed unanimously.**

### **Adjournment:**

Dustin Embrey adjourned the meeting at 8:27 p.m.

**Dustin Embrey**