



Endeavor Board Meeting Minutes: September 16, 2025
7:00 PM via Teams

Board Member	Position	Committee	Term Start	Term End	Present
Dustin Embrey Start: 2/23/2021	Chair	N/A	7/1/2024	6/30/2027	Yes
Tracy DeMarco Start: 6/5/2017	Secretary	Governance (Chair)	7/1/2023	6/30/2026	Yes
Heather Flynt Start: 3/1/2023	Treasurer	Finance (Chair)	7/1/2024	6/30/2027	Yes
Jaclyn Parks Start: 4/8/2019	Member	CDC (Chair)	7/1/2025	6/30/2028	No
Katrina Caseldine Start: 3/1/2023	Member	Governance	7/1/2025	6/30/2028	Yes
Meghan Gibson Start: 4/22/2025	Member	CDC	7/1/2024	6/30/2027	No
Tomas Helfrich** Start: 4/22/2025	Member	CDC	7/1/2025	6/30/2028	Yes
Andrew MacDougall Start 4/22/2025	Member	Finance	7/1/2025	6/30/2028	Yes
David Roy* Start: 2/23/2021	Member	Finance	7/1/2023	6/30/2026	No
Dan Thomson Start: 4/22/2025	Member	CDC	7/1/2024	6/30/2027	Yes
Kristen Walsh* Start: 3/1/2023	Member	Governance	7/1/2023	6/30/2026	Yes

*Denotes Foundation Board Member

**Denotes Foundation Board Liaison

Call to Order

Dustin Embrey

- Dustin Embrey called the meeting to order at 7:00 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 September 16, 2025 Agenda. Dustin Embrey seconded, and the Motion passed unanimously.

Approval of Minutes

Tracy DeMarco

- Tracy DeMarco moved to approve the August 18, 2025 Minutes. Dustin Embrey seconded, and the Motion passed unanimously.

Foundation Board Update

Tomas Helfrich

- Tomas Helfrich reported that the Foundation Board is meeting on Thursday and will have more to report next month.

PAWS Update

Ashley Pusey

- PAWS membership has 259 families with 1st grade leading the charge at 66% participation - ice cream social event winner will be announced in the newsletter this week
- 9/3 - CHICK-FIL-A Staff Breakfast
- 9/16 - Picture Day was TODAY! If you have not had an opportunity to order your pictures, you can do so this evening by midnight to receive free shipping. Those orders will be sent to the school and all other orders will be mailed directly to families homes. The make up date is in early November.
- 9/23 - Culvers Sprit night from 5-8pm; ECS will receive 10% back on all orders purchased during that time frame, so send your friends, family, neighbors, baseball, dance teams over.
- 9/22-9/26 - Giving Tree Donation Drive (double points)
- Our Cultural arts committee just got word that we received a grant from the united arts series and have been work with the ECS team to schedule two different performance. One will be in the 2nd quarter for all grades and the other will be in the in the spring for our older grades.
- This month PAWS monetarily supported:
 - Coffee and conversations
 - 6 Staff supported checks
 - Book for club: battle of the books
 - Missing lunch charges

Committee Updates

• Finance

Heather Flynt

- 2025-26 Budget Report: Operating revenue is about 2.5% behind budget due to delay in drawing down county funds. Revenue appears behind, but Annual Fund tracking about 5% above the budget at this time on cash basis. Child care budget is about 18% ahead of budget. Net of these inputs is approximately \$34k, and the School is on track for revenue.
 - Expenses are approximately 1% under budget due to lower than expected retirement contributions. However, the School just learned that medical / hospitalization costs will increase.
 - In short, the budget is on track for the year. While the budget shows a deficit, that is due the delay in drawing down county funds.
- Capital expenses. Nothing major on the horizon for the 2025-26 school year. Playground costs are completely paid to date and there is roughly \$15k left to address ongoing playground issues.

- Investment Policy. The Finance Committee is preparing an investment policy – first draft of that. Looking at contract with Charter Success to see if there’s any additional services.
- Approval of Recurring Expenses.
 - **Heather Flynt moved to approve payment of \$50,000 per month to Aetna for medical insurance expenses and payment of \$80,000 per month to the Foundation for monthly rent. Kristen Walsh seconded, and the Motion passed unanimously.**
- **Governance** **Tracy DeMarco**
 - Policy Review. Governance is in the process of reviewing all School policies and procedures to determine what needs updating.
 - Five-Year Strategic Plan Tracking. Governance is developing a tracking document to enhance visibility into progress.
 - Behavioral Threat Assessment and Management Policy. This is a new policy required by the State. Marina prepared a first draft and Governance is in the process of reviewing. New policy will likely be presented for approval at next Board meeting.
- **Community Development Committee** **Jaclyn Parks**
 - Fun Fest. Plans for Fun Fest are moving forward. Historical sponsor for the Board-manned wine pull is no longer participating. Becky and Jaclyn are considering alternate options for the Board booth.
 - Auditorium Rental. The Committee is working to identify a good long-term renter for the auditorium.

Annual Fund Report

Becky Catlett

- As of August 31st, ECS is 7% of the way to the Annual Fund goal. 47 families donating on a monthly basis. Direct giving has increased on an annual basis by approximately \$18k. 119 gifts total this year so far; approximately 49 are monthly giving.
- Happy to have 5 school-wide sponsors and 3 sponsors for Fun Fest.

II. Director’s Update

Christi Whiteside

- Total Enrollment: 788
 - K: 81
 - 1: 80
 - 2: 80
 - 3: 80
 - 4: 88
 - 5: 88
 - 6: 100
 - 7: 100
 - 8: 91* (*8th grade wait list is exhausted.)
- ECS held the annual Parent Conference days and got great feedback from families. Staff struggles, even with two days, with being able to meet with every interested family and every family we have a student concern about.
- ECS hosted the August Coffee and Conversation with the topic: Navigating ECS’s Digital Learning Tools and Resources
- This month’s Coffee and Conversations is this Friday and the topic is Social-Emotional Learning and Building Positive Relationships. We hope many parents will attend!

- ECS held a severe weather drill in August to practice tornado lockdown positions and are holding required monthly fire drills as usual.
- During the conference days, ECS hosted a full day Supporting Students with Autism in the General Education Setting training and hosted staff from other schools as well as many teachers and administrators from ECS.
- ECS is dealing with an issue between the Town of Wake Forest and the playground contractor regarding playground requirements vs. general construction requirements and are hoping to have this resolved soon.
- ECS is seeking an exceptional children's teacher as well as an 8th grade social studies teacher and encourage our families to share these openings with great educators you know!
- ECS staff created morning meeting content is well underway at all grades.
- ECS Instructional Team is working on planning for 2026-27 including drafts of master calendars which we hope to present at the October.

III. Public Comment

No public comment.

IV. Adjournment

Dustin Embrey adjourned the meeting at 7:56 p.m.

Dustin Embrey