



The Exploris School

Board Meeting

Date and Time

Tuesday June 27, 2017 at 4:30 PM

Location

Exploris Middle School campus - 401 Hillsborough Street, Raleigh NC

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Record Attendance and Guests		Keely Byars-Nichols	1
B. Call the Meeting to Order		James Gerdts	1
C. Approve Minutes from Board Meeting 5/23/17	Approve Minutes	James Gerdts	5
D. Approve Agenda	Vote	James Gerdts	3
II. Public Comment			
III. ED Report			
A. New Hires	Vote	Summer Clayton	10
<p>Recommendations to approve candidates for the following positions: Intervention Specialist, 4/5 Teacher, School Counselor, and Interim .75 FTE Art Teacher</p> <p>Reviewing IT candidates and accepting resumes for part-time middle school wellness</p> <p>Currently Salaries and benefits over budget by ~ 85K based on budget projection shared at April meeting.</p>			
IV. Finance			
A. Monthly Financials	FYI	Christine Hutchens	10

B. 16-17 Bonuses	Vote	Summer Clayton	5
\$30 K split according to FTE (full-time equivalent) for all staff			
C. Exploris Foundation	Vote	Christine Hutchens	5
D. 2017-2018 Budget	Vote	Summer Clayton	15

Current Surplus of ~ 5K assumes a 1.5% increase to state revenue. Cory advises that in the past 5 years, charters typically saw 1-2% increase each year. Budget shown includes maximum 3% match to 401K.

If state revenue remains static (16-17 ADM was \$2,327,032.00) AND keeping 401K at 2% match, budget will show a ~7K deficit. This could be accounted for with an increase to grade level enrollment.

V. Governance

A. New Board Nominations	Vote	James	10
B. Attendance Policy	Vote	Kelly Furr	5
The attendance policy has been amended and vetted by the Governance Committee and presented for review and questions.			
C. Conflict of Interest and Nepotism Signed Statement	Discuss	Kelly Furr	5

Based on feedback from the auditors (Thomas, Judy, and Tucker) the Conflict of Interest and Nepotism Signed Statement has been amended and vetted by the Governance Committee and presented for review and questions.

D. Board Officer Nominations	Vote	Tom Miller	5
Nominations and approval of Board officers for the 2017-2018 Academic Year.			
E. Board Calendar 2017-2018	Vote	Tom Miller	5

4th Tuesday of the month except for June.

- July 25, 2017 Middle School 4:30**
- August 22, 2017 Elementary School 4:30**
- September 26, 2017 Middle School 4:30**
- October 24, 2017 Elementary School 4:30**
- November 28, 2017 Middle School 4:30**
- January 23, 2018 Elementary School 4:30**
- February 27, 2018 Middle School 4:30**
- March 27, 2018 Elementary School 4:30**
- April 24, 2018 Middle School 4:30**
- May 22, 2018 Elementary School 4:30**
- June 19, 2018 Middle School 4:30**

VI. Facilities

A. Update	FYI	Bob Kingery	5
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VII. Closing Items

A. Adjourn Meeting	Vote	James Gerdts	5
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Cover Sheet

Approve Minutes from Board Meeting 5/23/17

Section: I. Opening Items
Item: C. Approve Minutes from Board Meeting 5/23/17
Purpose: Approve Minutes
Submitted by:



The Exploris School

Minutes

Board Meeting

Date and Time

Tuesday May 23, 2017 at 4:30 PM

Location

Exploris Middle School campus - 401 Hillsborough Street, Raleigh NC

Board Members Present

B. Kingery, C. Cunningham, C. Gray, C. Hutchens, J. Frawley, J. Gerdts, K. Byars-Nichols, K. Furr, K. von Weihe, M. Mitchell-Neal, T. Miller

Board Members Absent

Guests Present

A. Northrup, C. Robinson, Ellie Shollmeyer, J. Hemingway, K. Rectanus, M. Gargan, M. Parkerson, R. Wingo

I. Opening Items

A. Record Attendance and Guests

Keely Byars-Nichols recorded attendance.

B. Call the Meeting to Order

J. Gerdts called a meeting of the board of directors of The Exploris School to order on Tuesday May 23, 2017 @ 4:36 PM at Exploris Middle School campus - 401 Hillsborough Street, Raleigh NC.

C. Approve Minutes from Board Meeting 4/25/17

C. Gray made a motion to approve minutes from the Board Meeting on 04-25-17, with minor corrections as noted by Kelly, James, and Bob.

C. Hutchens seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Approve Agenda

C. Cunningham made a motion to approve agenda.

K. Furr seconded the motion.

The board **VOTED** unanimously to approve the motion.

M. Mitchell-Neal arrived late.

II. Transition Team Recommendation

A. Recommendation from Transition Committee for New ED

Amanda presented an info-graphic detailing the interviewing process. Tom asked the group to ask any questions about the process, then he would be move to closed session to discuss issues relate to personnel.

T. Miller made a motion to go into closed session pursuant to NCGS section 143-318.11(a)(6).

C. Gray seconded the motion.

The board **VOTED** unanimously to approve the motion.

While in closed session, the board discussed issues related to qualifications and salaries for school positions. No motions were made.

T. Miller made a motion to move out of closed session.

K. Furr seconded the motion.

The board **VOTED** unanimously to approve the motion.

T. Miller made a motion to make an offer to Ellie Schollmeyer the position of our new ED.

C. Hutchens seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. ED Report

A. New Hires

Summer recommended outstanding candidates for new EC teacher position, 8th grade teacher position, the two AD positions. We still have an interventionist (pending Michelle's move to the AD position), the interim art teacher position (to cover Jamie's sabbatical), school counselor, the part-time IT position, and now a replacement for a part-time Middle School Wellness teacher (pending Bill's resignation). An existing .75 faculty member did accept the .25 ESL position to make her full-time.

B. Misc Updates

Cal, James, Tom and Summer agreed that there were no longer any questions about the student behavior plan/report. Summer briefly updated the board on the parent survey.

C. Beginning Teacher Support Plan

Amanda presented a detailed Beginning Teacher Support Plan, to begin next year. Tool for teacher evaluation is in the process of development, and will probably be presented to the Board in September.

C. Hutchens made a motion to approve the beginning teacher support plan as presented.

C. Cunningham seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Facilities and Development

A. Update

Bob updated that the design group is about one month behind, so a much more detailed update will be ready next month. Also coming next month: updates on budget and development group.

V. Governance

A. New Board members beginning 17-18

T. Miller made a motion to nominate Christine Hutchens as a full board member beginning July 1 for a three year term.

K. Furr seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Grievance Policy

Jessica presented the revised grievance policy to the board, noting that there was a slightly different process for parents and staff.

J. Frawley made a motion to approve new grievance policy as amended and formatted, effective today.

C. Cunningham seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. HB 800

James just wanted to make us aware of this bill and that our development partners have asked for our support for a similar bill, and we declined.

VI. Finance

A. 2017-2018 Budget

Summer led the board through a discussion of the 17-18 school year budget, which includes new hires and previously approved new costs/hires (sometimes projected).

We decided to wait to approved budget until June, so we can see see actually new salary costs and consider a raise in matching 401K contributions.

James turned over the meeting Chair responsibilities to Tom because he had to leave (6:30).

B. Approve Audit Contract

C. Cunningham made a motion to renew contract with Thomas Judy Tucker.

C. Gray seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Monthly Financials, Annual Fund, and Foundation

Christine present FYI our monthly financial report, including annual fund balance. Like the budget, we agreed to wait until next month to approve moving a surplus to the foundation.

D. Additional Compensation and Bonuses

Summer explained a bonus incentive that was offered by the state that Exploris was ineligible for. Summer and Christine presented a proposal for bonuses for all faculty.

T. Miller made a motion to allocate 30,000 to staff bonuses and have Summer develop a plan to distribute evenly among staff.

B. Kingery seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Educational Excellence

A. Educational Excellence Definitions and Measurements

Keely updated the group on the committee's work. The full proposal for key definitions and measurements in August.

VIII. Closing Items

A. Items for Next Month

- 2017-18 Budget, Foundation
- Facilities
- Officer Nominations
- Attendance policy - Summer
- New Personnel

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:21 PM.

Respectfully Submitted,
T. Miller

Cover Sheet

Monthly Financials

Section: IV. Finance
Item: A. Monthly Financials
Purpose: FYI
Submitted by:
Related Material: explorismay2017reports.zip

Cover Sheet

2017-2018 Budget

Section: IV. Finance
Item: D. 2017-2018 Budget
Purpose: Vote
Submitted by:
Related Material:
Proposed 17-18 Budget 6.16.17 - 5th Draft.xlsx - Budget with Changes.pdf

EXPLORIS MIDDLE SCHOOL - 92B

**2017-2018 BUDGET
5th Draft 6.16.17**

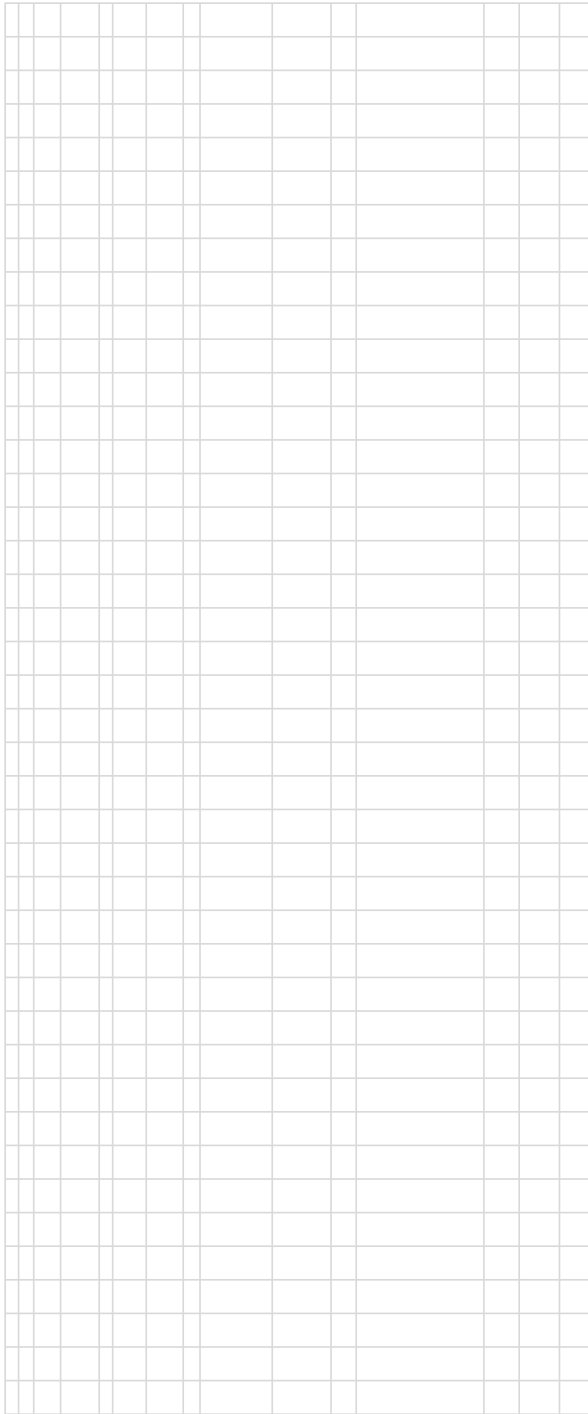
	Proposed 17-18 Budget	NOTES	
REVENUE			
FEDERAL REVENUE			
Rev - IDEA VI-B Handicapped (PRC 60)	\$72,543.00	Based on 16-17 611 Grant	
Rev - IDEA VI-B Handicapped (PRC 118)			
	\$72,543.00		
REVENUE			
STATE REVENUE			
Rev - Charter Schools	\$2,362,078.57	Based on 16-17 ADM +1.5%	historically this has been a 1-2% increase
TOTAL STATE REVENUE	\$2,362,078.57		
LOCAL REVENUE			
Rev - Sales Tax	\$6,000.00		
Rev - Field Trip - German Exch	\$0.00		
Rev - Field Trip - Japan Exch	\$0.00		
Rev - F/T - Elementary School	\$0.00		
Rev - F/T - 6th Collected	\$0.00		
Rev - F/T - 7th Collected	\$0.00		
Rev - F/T - 7th Fundraising	\$1,585.00	carry forward from 17-18 collected funds	
Rev - F/T - 8th Collected	\$0.00		
Rev - F/T - 8th Fundraising	\$0.00		
Rev - Contributions	\$0.00		
Rev - Annual Fund PayPal	\$0.00		
Rev - Student Supply Fee	\$0.00		
Rev - Athletics	\$0.00		
Rev - Clubs	\$0.00		
Rev - Chatham County Schools	\$0.00		
Rev - Durham County Schools	\$12,353.00		
Rev - Harnett County Schools	\$3,000.00		
Rev - Johnston County Schools	\$27,229.00		
Rev - Wake County Schools	\$935,000.00		
Rev - CASMT Grant	\$30,000.00		
TOTAL LOCAL REVENUE	\$1,015,167.00		
FUND 5 REVENUE			
Rev - Before & After School	\$76,705.00	based on May 2017 financials	
TOTAL FUND 5 REVENUE	\$76,705.00		

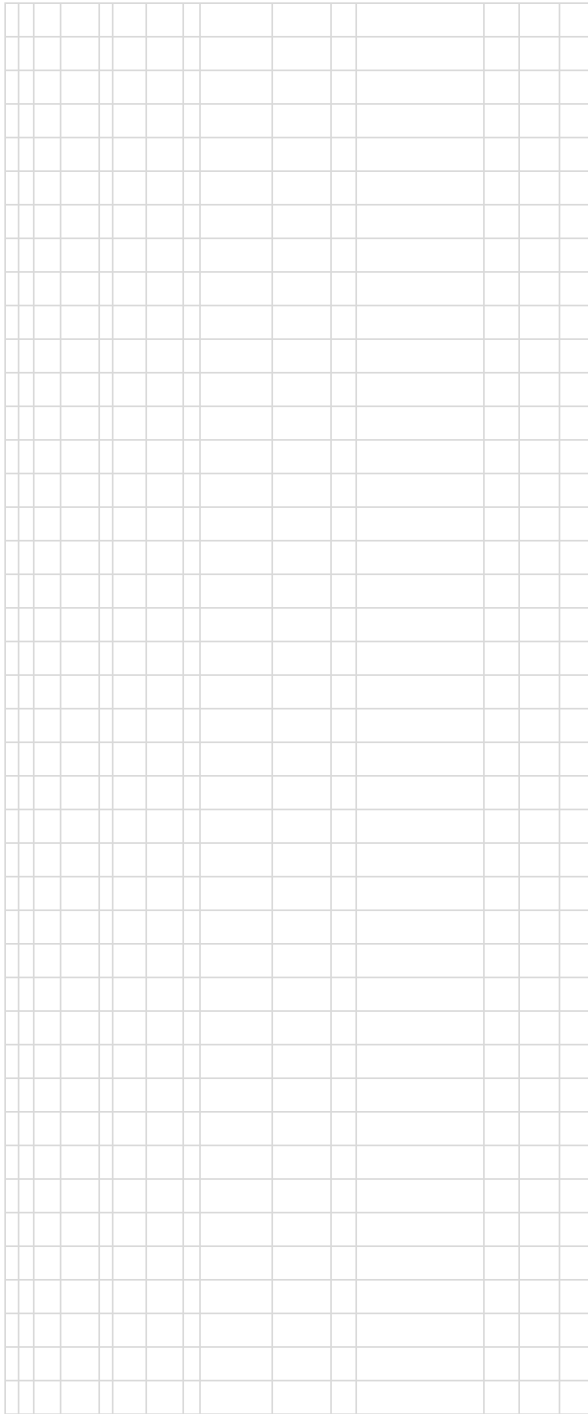
TOTAL REVENUE		\$3,526,493.57	
EXPENSES			
1. Salaries & Bonuses			
Salary - Teacher	\$1,377,983.50	Added .25 ESL, School Counselor,	
Salary - Teacher Assistant	\$59,078.77		
Salary - Substitute	\$15,000.00		
Salary - EC Teacher	\$161,554.40	Added additional EC	
Salary - EC Teacher Assistant	\$83,875.08		
Salary - Administration	\$547,289.35	AD positions, School Counselor	
Salary - Bonuses	\$5,000.00		
Total 1. Salaries & Bonuses	\$2,249,781.10		
2. Benefits			
Social Security Cost	\$172,108.25		
Other Retirement Cost	\$67,493.43	shows 3% maximum match	
Hospitalization Cost	\$266,168.40	Quote shows 3% reduction for 17-18	
Unemployment Cost	\$10,000.00	- \$10K based on last 2 years of budget	
Dental Cost	\$2,802.00		
Life Insurance Cost	\$1,400.00		
Disability Insurance Cost	\$8,753.61		
Total 2. Benefits	\$528,725.70		
3. Books & Supplies			
Instructional Supplies	\$22,000.00		
EC Instructional Supplies	\$1,500.00		
Health Supplies	\$500.00		
Office Supplies	\$6,000.00	\$3,000 for each school to include copy paper	
Office Food Purchases	\$1,500.00		
Board of Directors Supplies	\$13,000.00	Board on Track	
Postage	\$2,000.00		
Memberships	\$500.00		
Sales Tax Expense	\$6,000.00		
Total 3. Books & Supplies	\$53,000.00		
4. Technology			
Internet	\$1,808.16	150.68 per month	
Instructional Software	\$20,000.00	Reduced by \$5K	
Non-Capitalized Hardware	\$2,000.00	Apple lease	
Office Software	\$4,000.00	used less than 4K by end of May 17	
Non-Capitalized Office Hardware	\$1,000.00	used less than 500 by end of May 17	
Total 4. Technology	\$28,808.16		

5. Non-Cap Equipment & Leases		
Instructional Equipment	\$5,000.00	used less than 3K by end of April 17
Reproduction Costs	\$13,200.00	Approx. \$1,100/month for Toshiba Contract
Equipment Repairs	\$300.00	
Office Equipment	\$1,000.00	Have used 0 as of May 17
Total 5. Non-Cap Equipment & Leases	\$19,500.00	
6. Contracted Student Services		
OT Services	\$6,000.00	
Psychological Services	\$10,000.00	
Speech Services	\$12,000.00	
Total 6. Contracted Student Services	\$28,000.00	
7. Field Trips		
Elementary Field Trips	\$0.00	
Grade 6 Field Trips	\$0.00	
Grade 7 Field Trips	\$0.00	
Grade 8 Field Trips	\$0.00	
Japan Exchange Trip	\$2,000.00	
German Exchange Trip	\$0.00	
Total 7. Field Trips	\$2,000.00	
8. Staff Development		
Workshop Expenses	\$12,000.00	increased
EC Workshop Expenses	\$1,000.00	
Total 8. Staff Development	\$13,000.00	
9. Administrative Services		
Advertising	\$500.00	
Audit Services	\$10,500.00	
Bank Fees	\$2,000.00	
Fire Inspection Fees	\$3,000.00	\$1,500 per school
Financial Services	\$34,000.00	
Philanthropy	\$10,000.00	
Legal Services	\$5,000.00	
Human Resources	\$500.00	
PTO Expenses	\$14,180.00	per Christine 5/23/17
Total 9. Administrative Services	\$79,680.00	
10. Insurances		
Workers Compensation	\$7,005.00	1% increase from 16-17
General Liability/Property	\$9,200.00	1% increase from 16-17

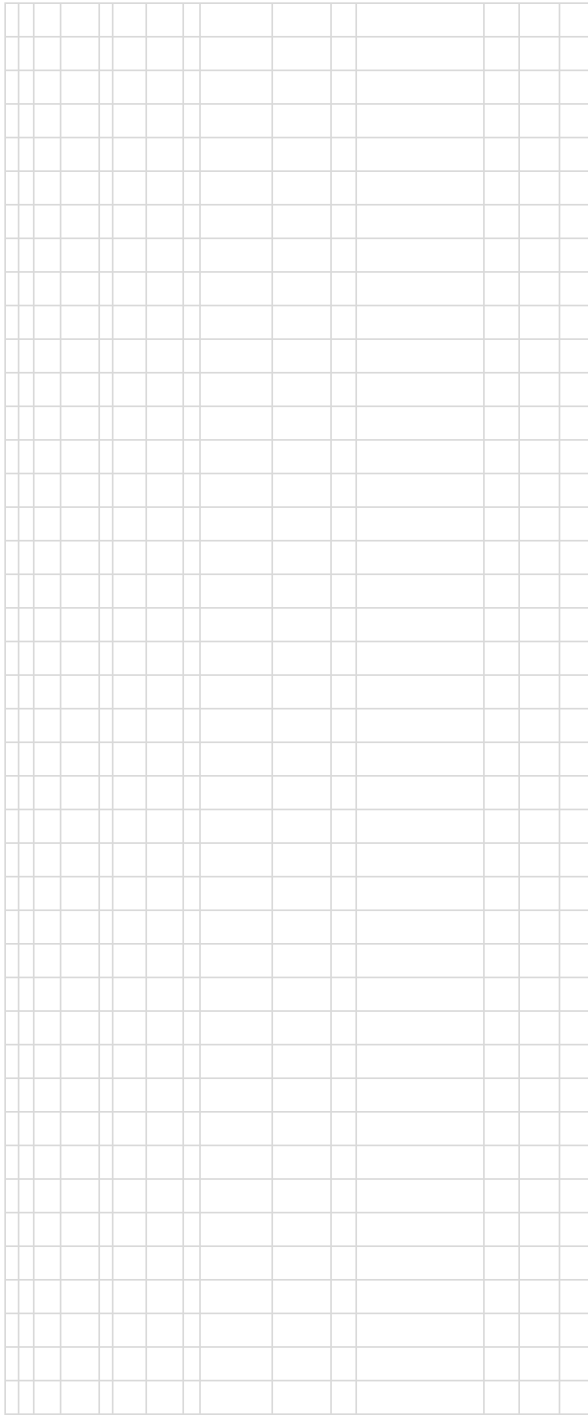
15. Clubs	
Clubs Expenses	\$0.00
Total 15. Clubs	\$0.00
16. CASMT Grant	
Salary - Stipend - CASMT	\$9,289.37
Salary - Substitute - CASMT	\$0.00
Social Security Cost - CASMT	\$710.64
Staff Development - CASMT	\$10,000.00
Supplies & Materials - CASMT	\$10,000.00
Computer Software - CASMT	\$0.00
Computer Hardware - CASMT	\$0.00
Total 16. CASMT Grant	\$30,000.00
17. BWF DPI Grant	
Salary - Stipend - BWF DPI	\$11,126.40
Social Security Cost - BWF DPI	\$851.17
Retirement Cost - BWF DPI	\$1,692.33
Hospitalization Cost - BWF DPI	\$1,762.00
Total 17. BWF DPI Grant	\$15,431.90
TOTAL EXPENSES	\$3,521,376.75
NET SURPLUS/(DEFICIT)	\$5,116.81

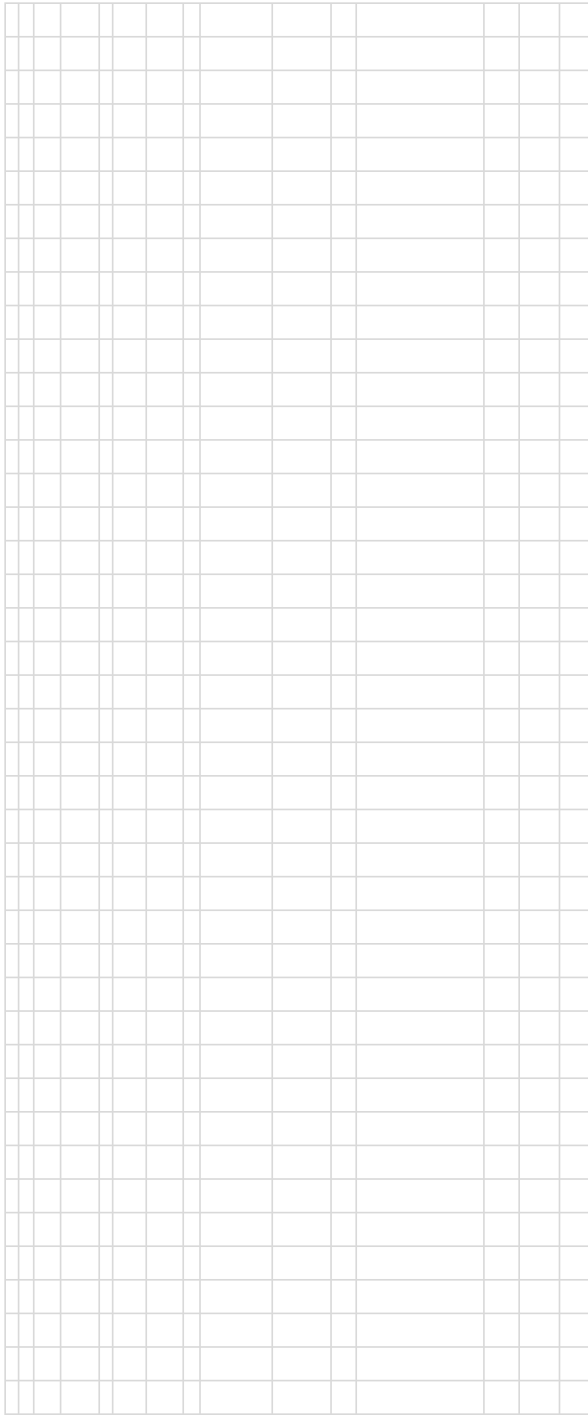


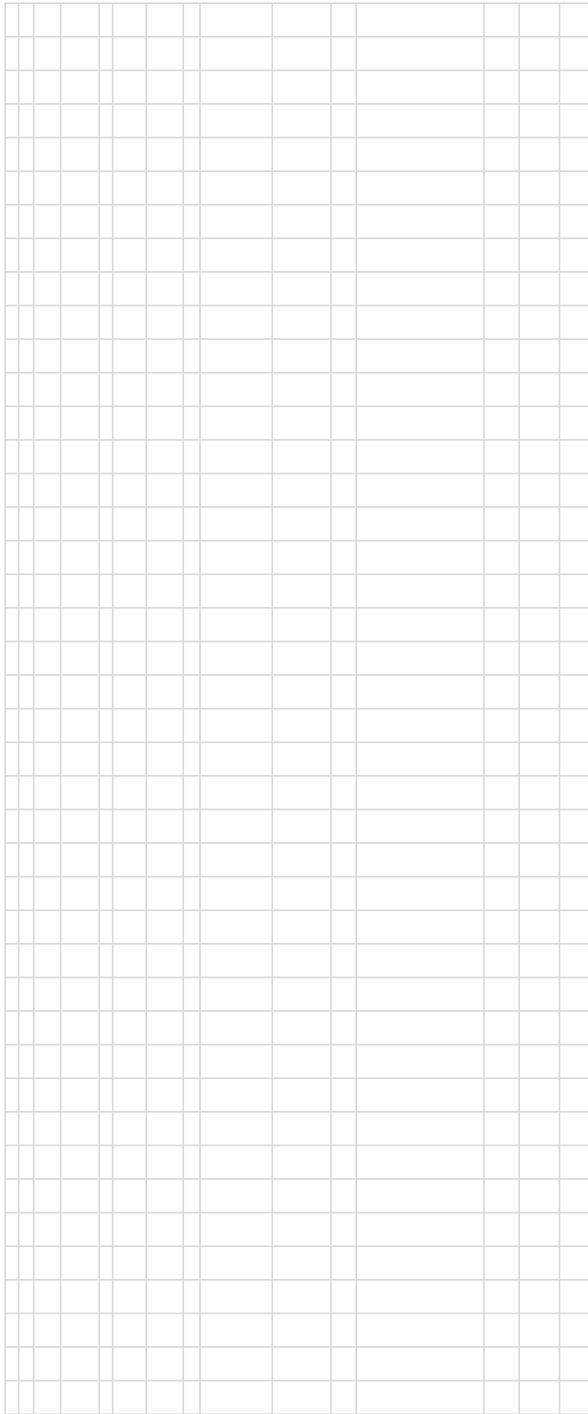




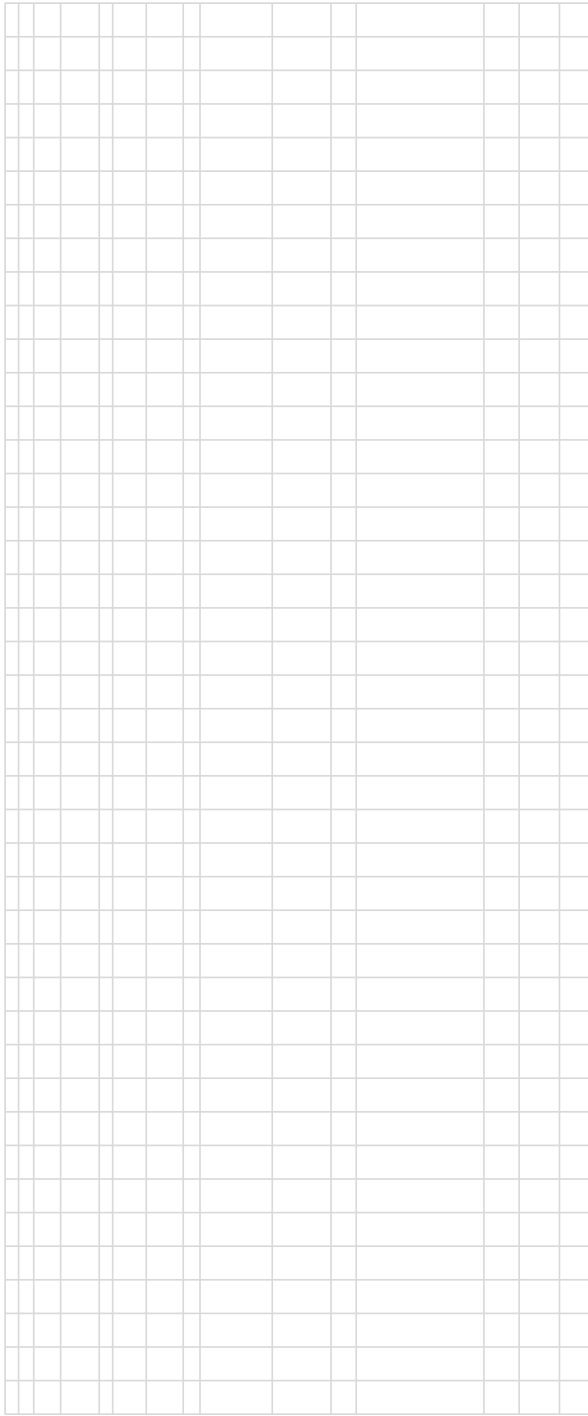


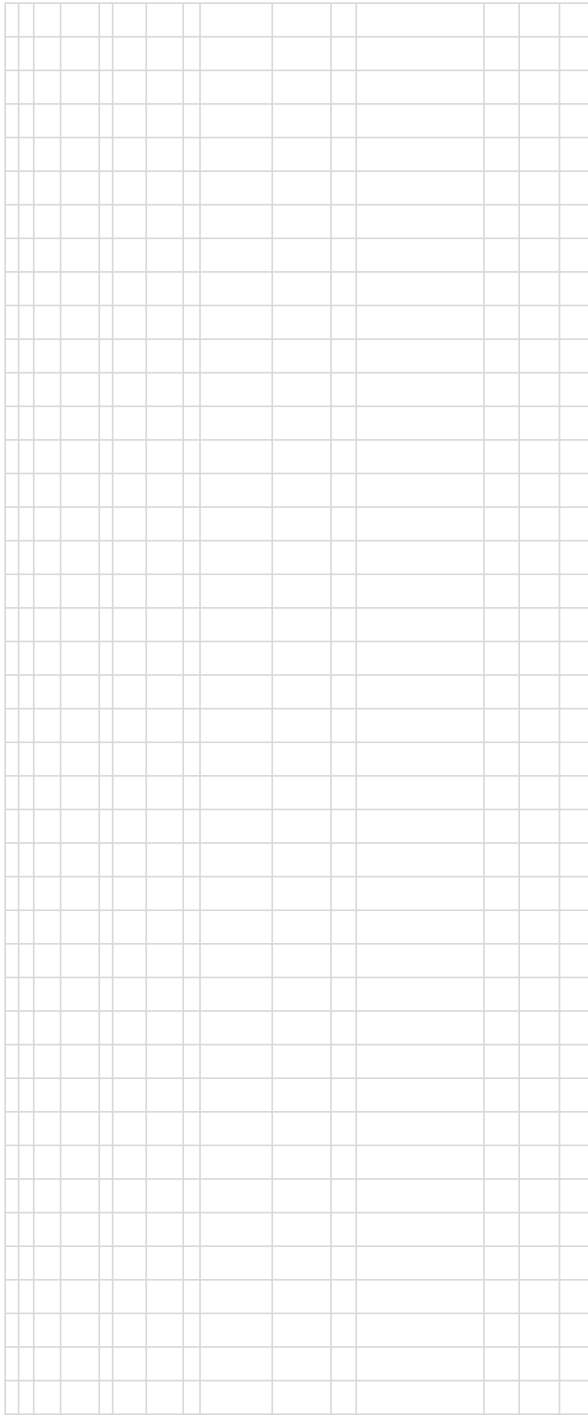


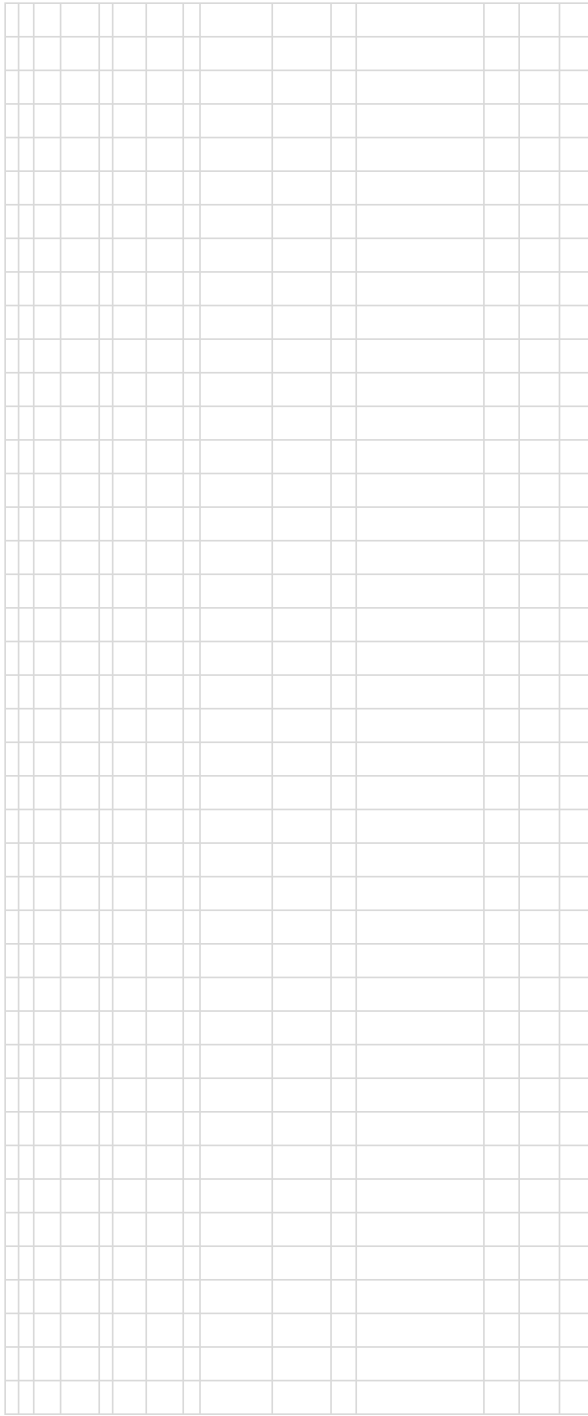


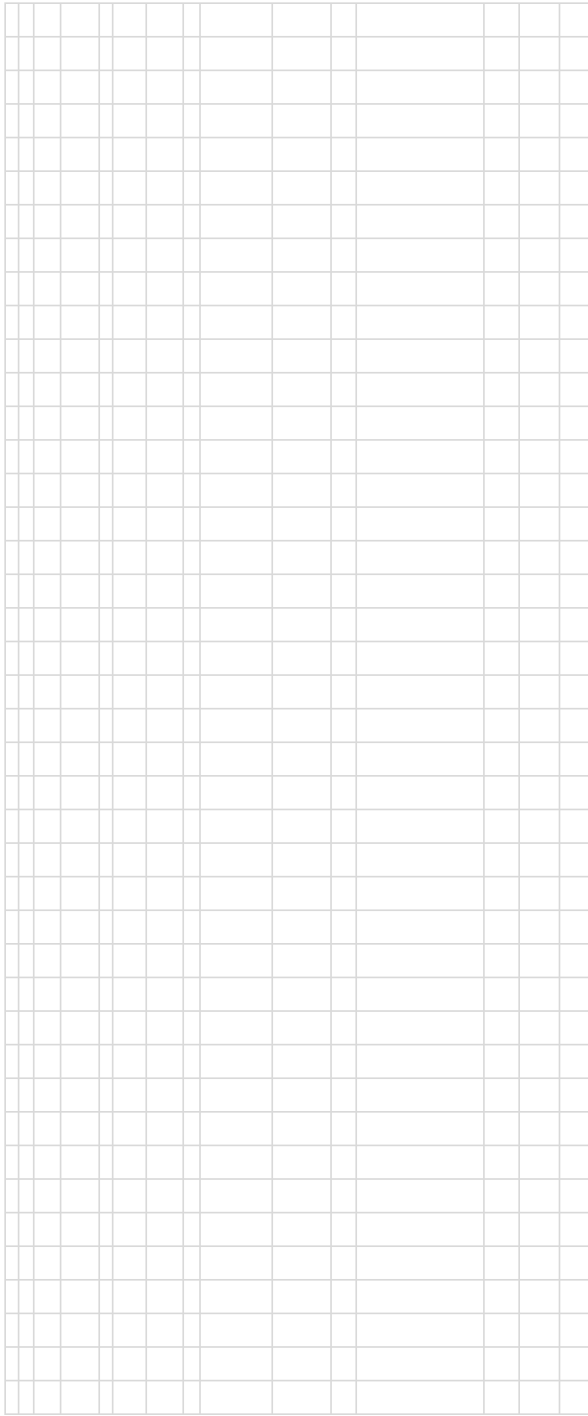


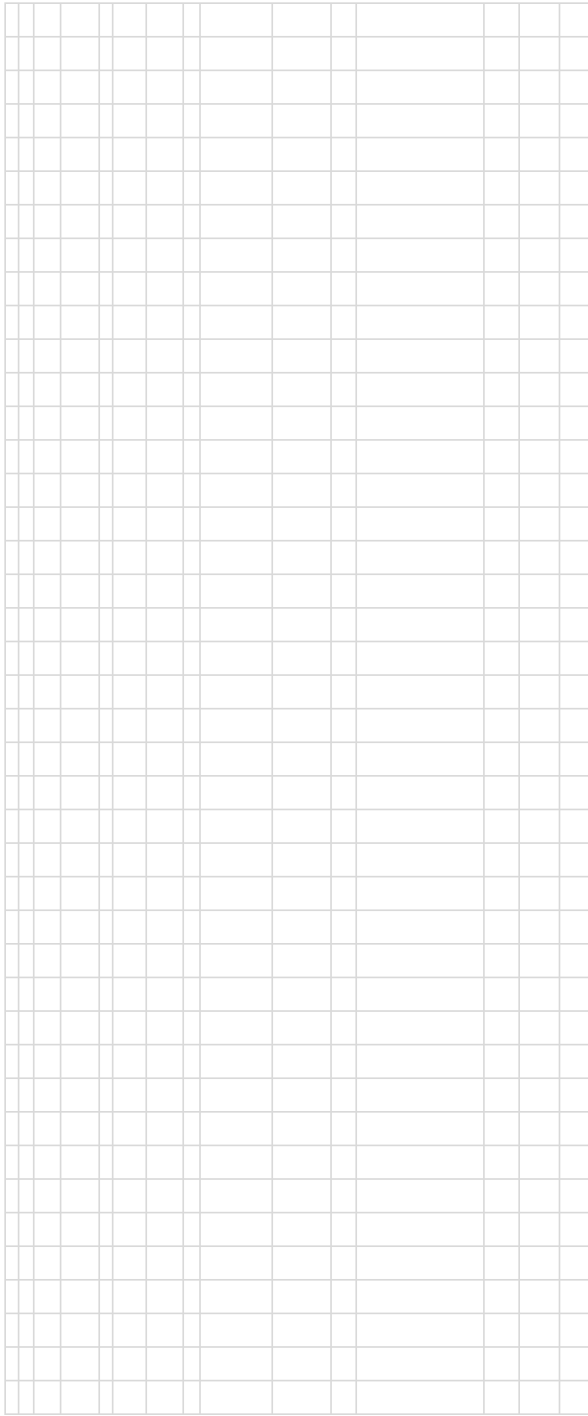


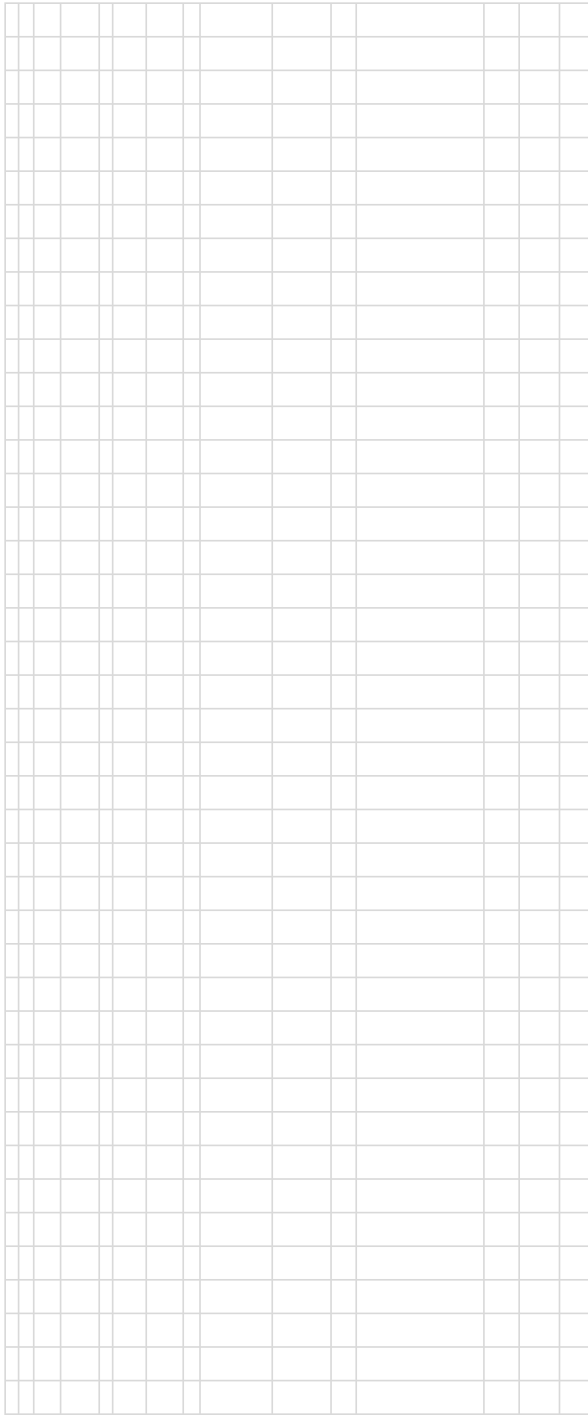


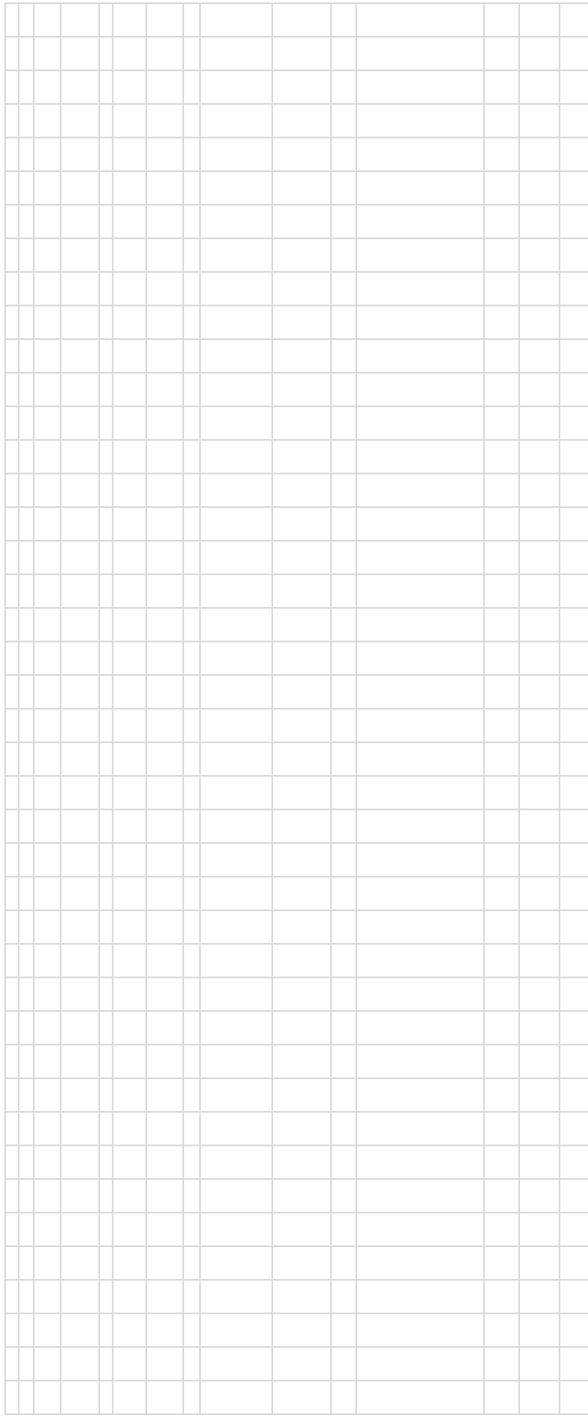


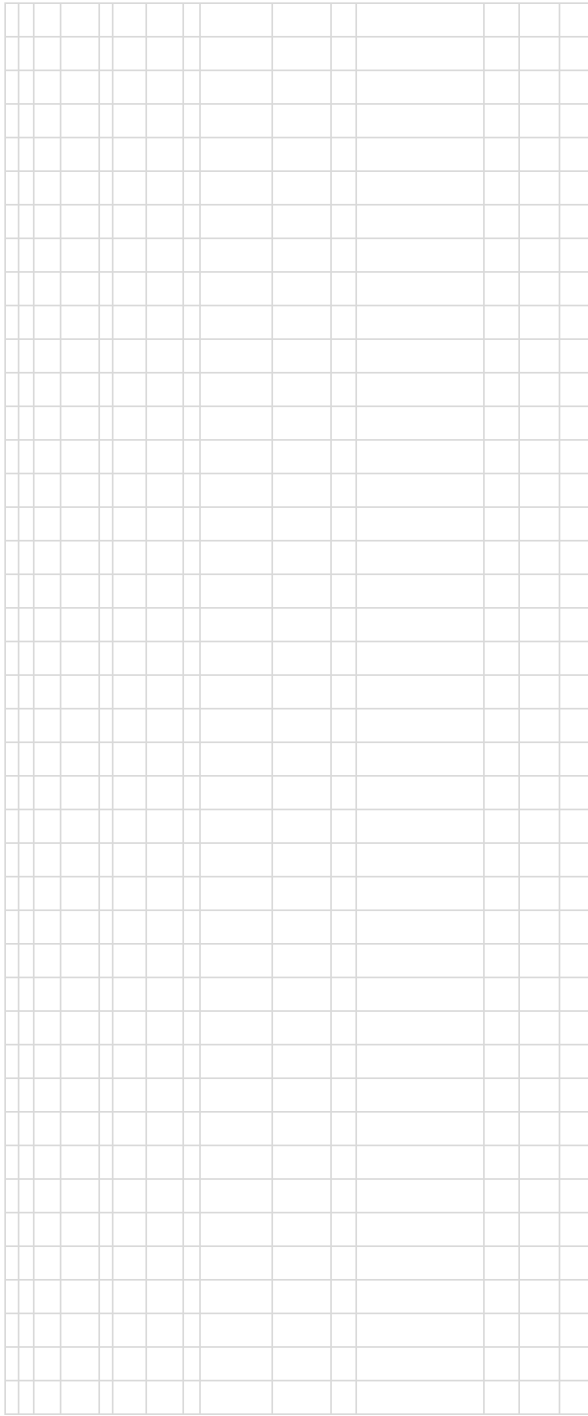




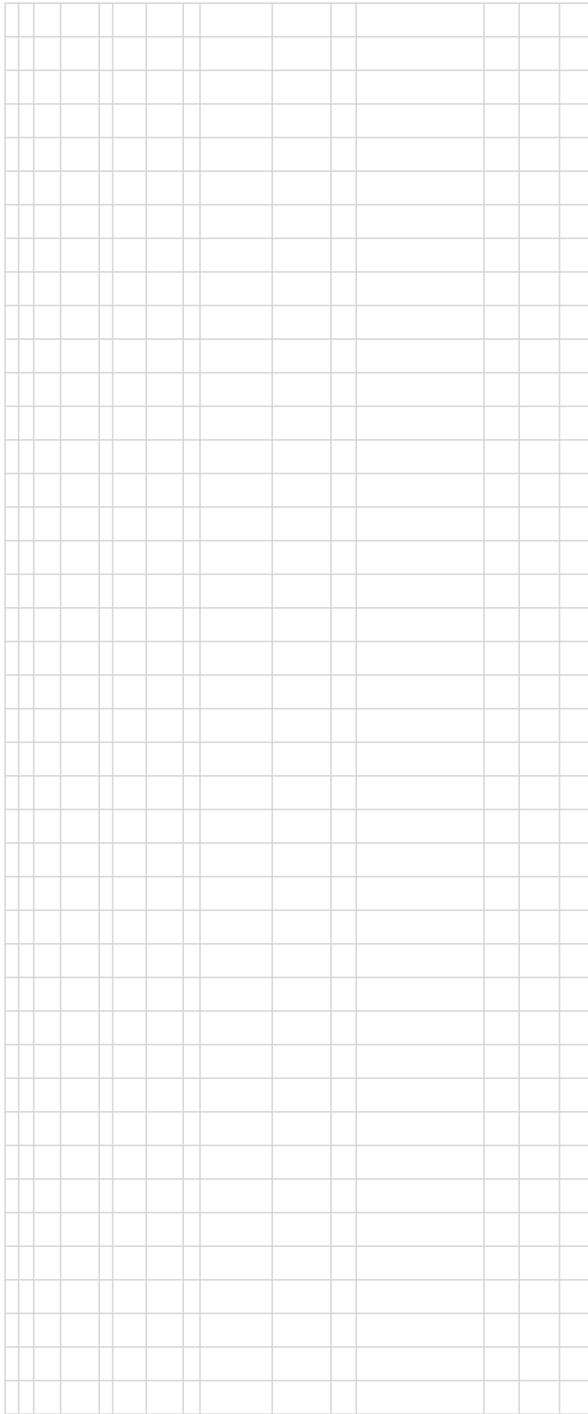


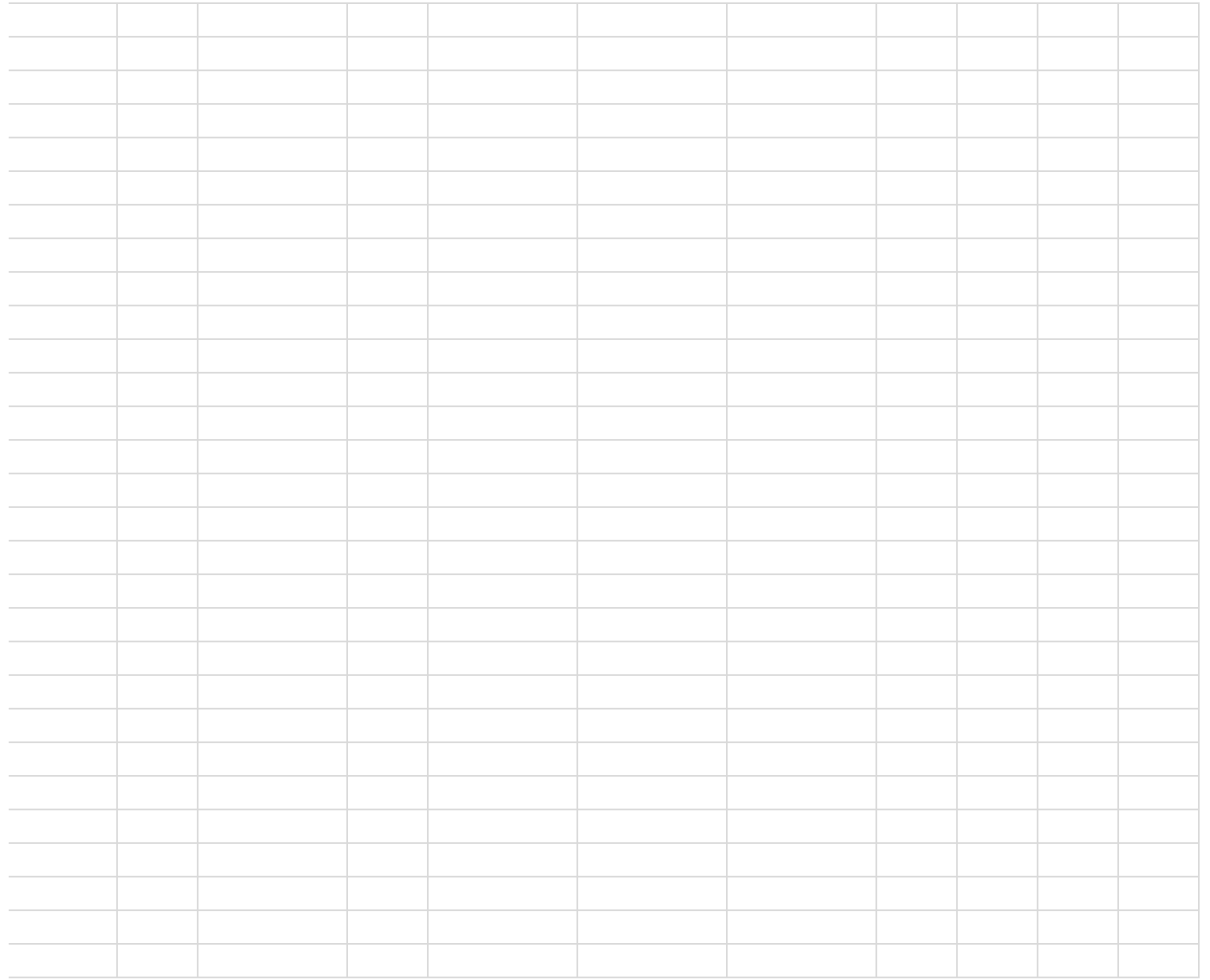
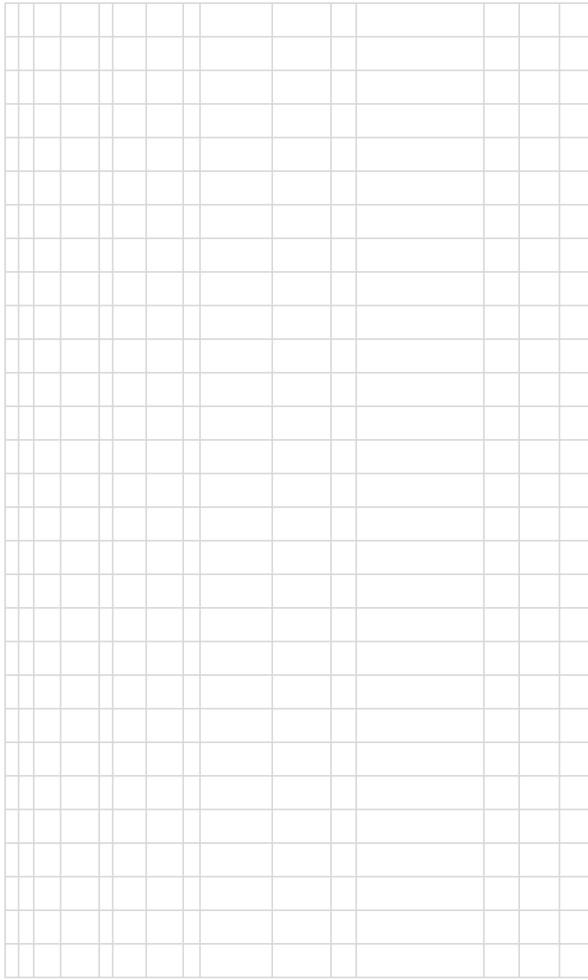












Cover Sheet

New Board Nominations

Section: V. Governance
Item: A. New Board Nominations
Purpose: Vote
Submitted by:
Related Material: C. Jones_Resume2017.pdf

Camesha McAllister Jones

429 Ruby Walk Drive •Morrisville, NC 27560•(919) 818-5170•comeshamcallister@gmail.com

EDUCATION

University of North Carolina School of Law, Chapel Hill, NC May 2004
Juris Doctor

North Carolina Central University, Durham, NC May 2000
Bachelor of Arts English Literature with a concentration in Education, *Summa Cum Laude*

Honors & Activities: National Honor Societies: Golden Key, Alpha Kappa Mu, Phi Eta Sigma, Sigma Tau Delta
National English Society (Vice President- 1998-1999). Miss North Carolina Central University.

CONTINUING EDUCATION

Duke University, Durham, NC December 2015
Human Resources Management- SHRM-CP certification

EXPERIENCE

KIPP Eastern North Carolina (Knowledge Is Power Program Public Charter Schools), Durham, NC July 2014-present
Director of Talent Recruitment

- Create and execute recruitment strategies, goals, and programs to meet regional diverse talent acquisition needs. (Resulting in the largest high-quality diverse talent pool)
- Oversee and implemented tracking system and budget to facilitate recruitment process and on-boarding.
- Design marketing plans to increase prospect awareness and attract mission aligned teaching candidates.
- Cultivate pipelines with key stakeholders, universities and national supporters to ensure a sustainable model for top talent. Plan and execute community professional development events to build stronger relations with district schools.
- Collaborate with school and regional leaders to ensure regional goals related to talent recruitment and human capital are met.
- Oversee teacher certification.
- Provide support to and acquire resources for managers in executing and enforcing KIPP ENC policy and related HR matters.

Parents for Educational Freedom in North Carolina (PEFNC), Raleigh, NC January 2013-July 2014
Director of Outreach and Strategic Initiatives
Co-creator & Director of NC Public Charter School Accelerator

- Designed curriculum for NC Public Charter School Accelerator incubator. (Program that helps school leaders open high-quality charter schools in underrepresented areas.) Provided leadership and vision for all programmatic aspects of the NC incubator program. (Resulting in the opening of multiple public charter schools in NC)
- Led and designed training workshops and program curriculum for adult student participants.
- Oversee and implement cohort-based training program, including managing work of facilitators, program development, staff and priorities of Accelerator program.
- Identified, recruited, and selected subject matter faculty and program applicants.
- Oversaw and drafted media materials for publication including website content and design.
- Coached and trained participants on various aspects of school development and individual NC charter applications.
- Wrote and designed monthly newsletter for program.
- Tracked and researched educational trends and advise President on findings.
- Utilized data to make decisions about program content and structure.
- Worked directly with President and Policy Director to advance outreach goals of organization resulting in organizing largest state-wide school choice event with national gospel artist Marvin Sapp.
- Organized state-wide legislative events and press conferences surrounding school choice initiatives and legislation.
- Grew and cultivated statewide relationships in support of parental choice advocacy and capacity-building events. Expanded network of thought leaders, grassroots, clergy, and educators in support of high-quality education options. (Increased membership by 35%)
- Analyzed NC Charter School law to ensure compliance with incubator instructional design and process.

Global Scholars Academy, Durham, NC April 2011-June 2012
Consultant

- Conducted legal research on human resource issues and developed policies based on controlling employment and charter school law. Assisted with redesign of employee handbook.
- Assisted Head of School with recruitment and recommendation of professional staff to Board of Directors.

Duke University School of Law, Durham, NC*Event Coordinator- Duke Law School Events Office*

August 2010-December 2012

- Served as project manager in overseeing, developing, advising logistical aspects of all Law School sponsored events. Reviewed and negotiated vendor contracts. Managed and executed event administration and marketing.
- Facilitated effective communication among Law School community to ensure events met programmatic, budgetary and public relations needs.

Duke University School of Law, Durham, NC*Director of Recruiting & Career Counselor—Career & Professional Development Center (CPDC)*

May 2004-August 2010

- Analyzed and maintained records of monitored student professional development and recruiting initiatives. (Achieved 32% increase in employer participation in fall recruiting program.)
- Evaluated and collect data to monitor effectiveness of recruiting projects, programming, and outreach initiatives. (Increased employment statistics from 92% to 100% students with jobs 9 months after graduation.)
- Collaborated directly with senior administration and colleagues to devise improvement strategies to address inappropriate conduct and professional development. Ensured recruiting milestones and objectives were achieved and action steps completed in timely manner.
- Managed team of seven employees, including two direct reports for annual recruiting projects involving hundreds of visiting national alumni, faculty, staff, and law students and planned various events for these groups. Interviewed, hired, trained, and mentored cross functional team members.
- Managed alumni relations and forged corporate partnerships to drive long-term relationships and generate financial support for CPDC events and student programming. Served as liaison with legal employers/stakeholders and law school.
- Developed and implemented annual professionalism workshop for law students. Assisted with development and facilitation of innovative workshops on core skill development. (Resulting in recognizable improvement in 50% of targeted student population.) Served as national education conference seminar presenter.
- Spearheaded transition from paper data collection for tracking student progress and employment statistics to technological process, resulting in 98% improved accuracy and 70% increase in statistical reporting.
- Advised law students in areas of identification of career goals and performance issues and designed action/improvement plans.
- Conduct mock interviews to help inform student interviewing strengths and weakness.
- Oversaw office budget of \$200,000 and reconciled monthly financial statements. Updated and circulated regular departmental budgetary reports. Developed and improved accounting tracking process. Designed and implemented guidelines and resolved errors in accounts receivable reporting.

Durham Technical Community College, Durham, NC

March 2005-May 2005

Faculty

- Designed and taught interactive curriculum to adult learners for course aimed in career preparedness. Utilized technology in instruction. Obtained in 94% approval rating and request to teach next term.
- Cultivated curriculum guidelines for future courses. Developed policies and procedures to service various learning needs of students.

North Carolina Court of Appeals, Raleigh, NC

May 2003-August 2003

Judicial Intern for the Honorable Patricia Timmons-Goodson

- Reviewed appellate briefs and oral arguments related to appeals of lower court rulings. Conducted legal research and citation verification of North Carolina law and complaining parties' contentions.
- Drafted judicial opinions, 75% which were published, on issues of improper zoning, duress, armed robbery, and procedural postures.

Leland Middle School, Leland, NC

July 2000-June 2001

Teacher

- Taught academically gifted and challenged seventh grade student populations in communication and social studies skills.
- Improved writing process and achieved record 96% passage rate on NC state writing exam and End of Grade testing.
- Served as grade team leader in career development workshops and seminars. Provided after school tutoring.

PROFESSIONAL MEMBERSHIPS & ACHIEVEMENTS

NCDPI Instruction Teaching license grades 6-9, NC Bar Association Law School Committee liaison (2008-2011), National Association of Law Placement (NALP) Regional Coordinator (2009-2010); national conference presenter (2009); conference planning committee (2010), Delta Sigma Theta Sorority, Inc., Several published works in Ex Umbra literary magazine.

Cover Sheet

Attendance Policy

Section: V. Governance
Item: B. Attendance Policy
Purpose: Vote
Submitted by:
Related Material: 3050 attendanceREVISED.pdf

The Exploris School

STUDENTS

3050

Attendance Policy

All students are expected to attend school all days of the established school calendar as approved annually by the Exploris Board of Directors and in compliance with the North Carolina school attendance laws. The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual child. It is particularly true in a project-based environment that regular attendance is vital to achieving high academic outcomes given the rich educational discussions, fieldwork, and visiting experts that are a part of the day-to-day experience. Since many classroom activities are collaborative experiences, when one student is absent, the whole group is affected. Students who are frequently absent find it difficult to keep up. Missing a day of school means missing a crew activity that cannot be replicated at home.

EXCUSED ABSENCES

The following are considered reasons for lawful absence:

1. Illness or Injury
2. Quarantine
3. Death in the Immediate Family
4. Religious Observances
5. Medical or Dental Appointments (with a note from the doctor)
6. Educational Opportunity (with Director's approval)

If a student is absent from school, parents should call the office and leave a voice-mail stating the reason the child is absent and presumed return date to school or send a note stating the reason for the absence on the student's return. All absences from school are considered unexcused until a written excuse is received from the parent/guardian.

UNEXCUSED ABSENCES

Absences due to any reason other than those listed above are "unexcused" with no exceptions.

In accordance with North Carolina's compulsory attendance law, G.S. 115C-378 parents will be notified after a student has accumulated 3 unexcused absences. Parents will be notified in writing when a student has accumulated 6 unexcused absences.

EXCESSIVE ABSENTEEISM

After 10 unexcused absences, state law requires that the Director review the situation and

determine if the child is truant. Truancy reporting is to be decided based on circumstances of the absences and history of school attendance. If a student accumulates 10 unexcused absences, parents will be called to attend Truancy Hearing. A committee will consider the reasons for absences and the history of attendance and make a recommendation to address the problem that they believe to be in the best interest of the child(ren) which may include:

- A carpool or other transportation solution
- Logical home or school consequences for students who do not take responsibility for punctuality. This may include loss of privilege of participating in after-school enrichments/clubs/sports teams.
- Support services for the child or family
- Required summer school attendance
- Transfer to a district school that has bus service
- Referral to Division of Social Services for neglect

If it is determined that the child is truant, the Director is legally obligated to make a report to Juvenile Justice.

PROLONGED ABSENCES

Any student absent more than 10 days in a row without contacting the school will be automatically withdrawn from Exploris Middle School in accordance with school attendance laws. A conference with the school Director will be required to determine if the student may return to school.

APPEALS

Appeals of the school decisions, with regard to attendance, will follow normal procedures outlined in the student grievance process

TARDINESS

Tardiness can disrupt the learning process, for both the tardy student and his/her classmates. Parents are encouraged to drop their students off at school prior to 8:15 to avoid a loss of instructional time.

Please Note: Three (3) unexcused tardies will count as an unexcused absence. Students arriving after the start time must sign in at the school office.

The following are examples of excused tardies:

1. Medical Appointment
2. Dental Appointment

ILLNESS

Regular school attendance is expected. However, if the student is ill, he or she should not be permitted to attend school*. Please do not send your child to school in the morning if:

1. a fever of 100 degrees or higher is present
2. vomiting or diarrhea is present
3. there is evidence of a severe head cold, persistent cough or sore throat
4. there is evidence of a suspicious skin rash or other contagious condition (i.e. pink-eye)

*Students must be symptom-free for 24 hours prior to returning to school.

The school should be notified if your child has a contagious disease including, but not limited to, chickenpox, pink-eye, impetigo, or pediculosis (head lice**).

**Lice - If live lice are discovered on a student, the child's parent/legal guardian will be notified that day by telephone. The family is asked to pick up their child as soon as possible, treat the child for lice, and remove as many nits (eggs) as possible. After treatment, the child may return to school the following day. An Exploris staff member will assist families by rechecking a child's head after proper treatment.

Exploris does not have a "no nit" policy. The American Academy of Pediatrics states that no-nit policies in schools are detrimental, causing lost time in the classroom, inappropriate allocation of the health services team's time for lice screening, and a response to infestations that is out of proportion to the medical significance. Children should not be allowed to miss valuable school time because of head lice.

Head lice should never be associated with poor hygiene, dirty hair, or lack of parental care. Washing hair does not kill head lice, as they can survive under water for several hours. Anyone, whether their hair is long or short, clean or dirty, can get head lice.

Removing the nits and live lice with a special metal fine-tooth comb, though time consuming, is the most effective way to get rid of them. You can remove any remaining lice and nits manually with your fingernails. They do not wash out.

HOMEBOUND SERVICES

Homebound services of Exploris Middle School are a privilege. Homebound services provide students the opportunity to receive continuous short-term instruction from temporary physical medical conditions. There is no legal requirement for providing homebound services.

Homebound services will only start after a student is absent from school 30 consecutive school days. Homebound service delivery options will be at the sole discretion of the school's Director.

Policy History:

Adopted on: 9/17/13

Revised on: 11/18/14

Cover Sheet

Conflict of Interest and Nepotism Signed Statement

Section: V. Governance
Item: C. Conflict of Interest and Nepotism Signed Statement
Purpose: Discuss
Submitted by:
Related Material: Conflict of Interest Statement.docx



Exploris

A K-8 Learning Community

Conflict of Interest and Anti-Nepotism Statement for The Exploris School Board of Directors

In accordance with Exploris Board Policy 4130, no member of the Board of Directors or any of its Committees shall derive any personal profit or gain, directly or indirectly, by reasons of his or her participation with The Exploris School. Each individual shall disclose to the organization any personal interest, which he or she may have in any matter pending before the organization and shall refrain from participation in any decision on such matter. Additionally, no governing authority or person with supervisory responsibility shall hire or recommend for hire any related person unless made public to the Board of Directors and approved by the Board.

Any member of the Board, any Committee, or Staff who is an officer, board member, a committee member or staff member of a client organization or vendor of The Exploris School non-profit shall identify his or her affiliation with such agency or agencies; further, in connection with any committee or board action specifically directed to that agency, he/she shall not participate in the decision affecting that agency and the decision must be made and/or ratified by the full board.

Any member of the Board, any Committee, Staff and certain Consultants shall refrain from obtaining any list of clients for personal or private solicitation purposes at any time during the term of their affiliation.

At this time, I am a Board member, a committee member, or an employee of the following organizations or am related to the following person, either being recommended for hire or already employed by Exploris:

Now this is to certify that I except as described below, am not now nor at any time during the past year have been:

1. A participant, directly or indirectly, in any manner, agreement, investment, or other activity with any vendor, supplier, or other party; doing business with The Exploris School non-profit which has resulted or could result in personal benefit to me.
2. A recipient, directly, or indirectly, or any salary payments or loans or gifts of any kind or any free service or discounts or other fees from or on behalf of any person or organization engaged in any transaction with The Exploris School.

Any exceptions to 1 or 2 above are stated below with a full description of the transactions and of the interest, whether direct or indirect, which I have (or have not had during the past year) in the persons or organizations having transactions with The Exploris School non-profit.

Date: _____ Signature: _____

Print Name: _____

Cover Sheet

Board Calendar 2017-2018

Section: V. Governance
Item: E. Board Calendar 2017-2018
Purpose: Vote
Submitted by:
Related Material: 2017-2018BoardCalendar.pdf

2017-2018 Exploris Board Calendar Draft

Date:	Location	Time
July 25, 2017	Middle School	4:30
August 22, 2017	Elementary School	4:30
September 26, 2017	Middle School	4:30
October 24, 2017	Elementary School	4:30
November 28, 2017	Middle School	4:30
January 23, 2018	Elementary School	4:30
February 27, 2018	Middle School	4:30
March 27, 2018	Elementary School	4:30
April 24, 2018	Middle School	4:30
May 22, 2018	Elementary School	4:30
June 19, 2018	Middle School	4:30

Notes:

No meeting scheduled for December

Would like to schedule a retreat (possible July date?)

Suggest rotating the meetings to ensure we are including all possible stakeholders to join us.

Earlier meeting in June based on the potential vacation schedule

Attachments

The following files are attached to this PDF: You will need to open this document in an application that supports attachments (i.e. [Adobe Reader](#)) in order to access these files.

explorismay2017reports.zip