



The Exploris School

October Governance Meeting

Date and Time

Monday October 22, 2018 at 3:00 PM EDT

Location

Exploris Middle School

Agenda

	Purpose	Presenter	Time
I. Opening Items			3:00 PM
<p>A. Record Attendance and Guests Introduce Maggie Gargan as new Governance Committee member.</p>			
<p>B. Call the Meeting to Order</p>			
<p>C. Approve Minutes</p>		Approve Minutes	
<p>Approve minutes for September Governance Meeting (Rescheduled) on September 18, 2018</p>			
II. Governance			3:00 PM
<p>A. Lottery policy</p>		Vote	10 m
<p>Review updates and approve policy.</p>			
<p>B. Ideas for Criminal Background Policy</p>		Discuss	15 m
<p>Ideas from committee members about best ways to inform and gain buy-in from stakeholders. Next steps</p>			
<p>C. Other Policies to review/ create for 2019</p>		Discuss	15 m
<p>Discuss when and who should review:</p> <ul style="list-style-type: none"> • Gift/ Donation Acceptance Policy • Grievance Policy (do we need to look at this again) • Other needed policies 			
III. Other Business			3:40 PM
<p>A. Next meeting date</p>		FYI	5 m
<p>December 3, 2018 at 3pm.</p>			
IV. Closing Items			3:45 PM

A. Adjourn Meeting

Vote

Cover Sheet

Approve Minutes

Section: I. Opening Items
Item: C. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for September Governance Meeting (Rescheduled) on September 18, 2018

DRAFT



The Exploris School

Minutes

September Governance Meeting (Rescheduled)

Date and Time

Tuesday September 18, 2018 at 3:00 PM

Location

Exploris Middle School

Committee Members Present

A. Brown, C. Jones, E. Schollmeyer, J. Hemingway, K. Furr

Committee Members Absent

None

Guests Present

T. Miller

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

K. Furr called a meeting of the Governance committee of The Exploris School to order on Tuesday Sep 18, 2018 @ 3:06 PM at Exploris Middle School.

C. Approve Minutes

K. Furr made a motion to approve minutes from the Governance Committee Meeting on 06-19-18.

C. Jones seconded the motion.

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

II. Governance

A. Discuss Governance Membership

Jill would like for another faculty member to be added. Ellie and Jill to work on filling one more faculty spot. Camesha and Kelly to recruit new board members if possible.

B. Refresh on location of approved policies

Two policies were added to Board on Track. Committee will work to move all 2017-2018 approved policies to Board on Track. Also need to look back in adopted policies folder and determining what policies are current. Kelly volunteered to do this before the next meeting with Tom's help.

C. Approve Conflict of Interest and Nepotism Statement for 2018

K. Furr made a motion to Approve the Board of Directors statement as provided and that it be recommended to the Board that every committee member sign it as well.

E. Schollmeyer seconded the motion.

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

III. Other Business

A. Goals for 2018

The Governance Committee meetings will occur on Mondays from 3-4. October 22 from 3-4 will be the next meeting. We will skip November. The next meeting will be December 3 at 3 pm.

Policies for review sooner rather than later -

(1) Background check. Gather input from stakeholders. Perhaps come up with a survey. Each member will give this some thought and bring ideas to the next meeting.

(2) Weighted lottery. We need to wait to see what the state says.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:45 PM.

Respectfully Submitted,

K. Furr

Cover Sheet

Lottery policy

Section: II. Governance
Item: A. Lottery policy
Purpose: Vote
Submitted by:
Related Material: Exploris Lottery Policy 10.22.18.docx
Exploris Lottery Proposal to OCS Rev 7_24_18 (1).docx

The Exploris School

STUDENTS

Lottery Selection

As required by G.S. 115C-29F(g)(6): During each period of enrollment, the charter school shall enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. If there are more applications than spaces, the available spaces will be awarded by public lottery. Once enrolled, students are not required to reapply in subsequent enrollment periods; however, students who are placed on the waiting list must reapply for the lottery in subsequent school years.

Notwithstanding any law to the contrary, a charter school may refuse admission to any student who has been expelled or suspended from a public school under G.S. 115C-390.5 through G.S. 115C-390.11 until the period of suspension or expulsion has expired.

Enrollment Application Time Period

Requested applications for the upcoming school are available on the school's website, and can be mailed or electronically sent upon request, beginning in November through the time the lottery enrollment closes the first Friday of February of the proceeding school year. Any applications received after the close of business on the first Friday in February will be placed on the waiting list in order of receipt.

Lottery Process

Applications for enrollment will be made available from November through February. All applications must be received by the first Friday in February in order to be considered for the school's lottery. The Lottery is conducted on the first Friday of March. The date and location are made public so that anyone may attend. The lottery is conducted by the organization's Director and certified by an outside, unbiased volunteer. Following the lottery, parents are notified of their acceptance. Upon filling all the available positions, the lottery continues through the entire pool of applicants to establish a waiting list.

Any student receiving a seat either through the initial lottery or through the wait list will have a limited time to accept or decline the seat and, if offered the seat prior to the first day of school, must be present beginning the first day of school. Should a parent decline a spot, the open position will be offered to the next chronological applicant on the waiting list and these guidelines will apply. Outlined below are the time limitations to accept or decline a seat:

- **From date of posting lottery results until June 1:** 1 week to accept or decline a seat for the next school year **and submit required enrollment paperwork**
- **From June 2 - to the first day of the new school year:** 48 hours to accept or decline a seat for the upcoming school year **and submit required enrollment paperwork**

- After the first day of a current school year: 48 hours to accept or decline a seat for the current school year

Parents/Guardians must return all enrollment materials required within the time limit set above to accept your seat at The Exploris School. Should an applicant decline enrollment, or fail to submit the required enrollment materials by the deadline, the slot will be offered to the next student on the wait list, and the wait list will be updated accordingly. If we do not receive your completed registration packet materials by the time allowed, families will be contacted by phone or email to inquire as to the status of your materials and your intent to enroll. If we do not hear back from you or you decline enrollment, your spot will be offered to the next applicant on the waiting list.

YOUR CHILD MUST BE IN ATTENDANCE THE FIRST DAY OF SCHOOL. If your child is not in school on the first day of school your seat will be offered to the next student on the wait list.

Lottery Preference

The charter school shall not discriminate against any student on the basis of race, ethnicity, religion, sexual identity, gender, gender identity or expression, or disability. Except as otherwise provided by law or the mission of the school as set out in the charter, the school shall not limit admission to students on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability.

Siblings of already enrolled students, children of all full-time employees, and children of the school's Board of Directors will receive priority enrollment in the following manner:

Lottery Priorities

Children of current staff and siblings are given priority over children of board members. Should a full-time staff member be hired after the annual lottery has occurred, space will be made available for said staff member's children for the upcoming school year. Children of Board members are given lowest preference. If there are fewer available spots than the number of priority applicants, then a separate lottery is held for applicants with priority status in the following order:

1. Children of current eligible staff
 2. Siblings of currently enrolled students
 3. Children of current Board members
- **Siblings:** It is the intent of Exploris to support whole families and create school community. All families with siblings of currently enrolled students must submit an application. Siblings of enrolled students will receive priority for admission during the lottery process if their applications are received by the designated deadline.
 - If siblings apply for admission to a charter school for the upcoming school year and a lottery is needed under G.S. 115C-238.29F(g)(6), the charter school will enter one

surname into the lottery to represent all of the siblings applying at the same time. If the surname of the siblings is selected, then all of the siblings shall be admitted to the extent that space is available and does not exceed the grade level capacity. Should the sibling's requested grade level be full, the sibling's name will receive priority status on the waiting list.

- If multiple birth siblings apply for admission to a charter school and a lottery is needed under G.S. 115C-238.29F(g)(6), the charter school shall may enter one surname into the lottery to represent all of the multiple birth siblings. If the surname of the multiple birth siblings is selected, then all of the multiple birth siblings shall be admitted.
- **Employees and Board of Directors:** Exploris will limit to no more than 15% of the school's total enrollment priority admission to children of full-time employees and the charter school's Board of Directors

Transportation

Parents or guardians of a student accepted under this enrollment policy will be responsible for transporting their child(ren) or ward(s).

Legal Reference: Article 14A of Chapter 115C, **G.S. 115C-218**

Adopted: 11/19/13

Revised: 6/23/15

Revised: 2/15/18

Adopted: 2/27/18

Revised: 10/22/18

Adopted:



July 25, 2018

*Dave Machado, Director
Office of Charter Schools
6303 Mail Service Center
Raleigh NC 27699-6303
919-807-3491 p
919-807-3496 f*

Dear Mr. Machado,


Enclosed please find requisite materials for our proposal to amend our charter and lottery policy to institute a priority lottery to improve socioeconomic diversity at The Exploris School. With over 20 years of experience and history, we feel confident that Exploris's legacy, strong financial footing, award-winning curricula and educators, and clear mission and vision will enable us to integrate this new approach effectively.

Research demonstrates that charter schools can contribute to school segregation if they do not take active steps to address diversity and reduce barriers to access for students of all backgrounds. A diverse student body positively impacts all students, increasing their cognitive, social, and emotional skills while preparing them to be engaged citizens in our increasingly diverse society. Local and statewide comparison data reveal that (while we do manifest religious and cultural diversity to an extent) Exploris has significant gaps in both socioeconomic and racial diversity relative to traditional and charter schools across the state and in Wake. Beginning in 2014, the Exploris Board's Educational Excellence Committee has worked in partnership with Exploris staff and administration to study and address the lack of diversity at the school. While some progress has been made, the data reveal that that there is still critical work to be done to achieve the goal of making Exploris a more diverse school. A priority lottery will enable us to more intentionally do this work.

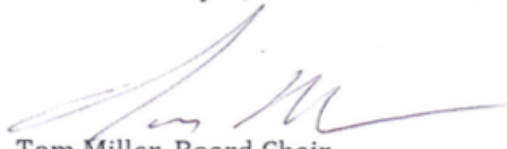
We are including in this proposal to you:

1. *Revision to Charter language*
2. *Proposed revision to lottery policy*
3. *Copy of the board minutes recording the board's adoption of the new policy and charter revision (7/24/18) – in draft form because they will not be formally approved until our August Board meeting.*

Sincerely,



Ellie Schollmeyer, Executive Director



Tom Miller, Board Chair

REVISION TO CHARTER Enrollment section HIGHLIGHTED:

7. Enrollment

7.1 Admission and enrollment of students shall be as prescribed by the Charter School Act. Failure to adhere to the lottery requirements set forth in G.S. 115C-218.45 is grounds for termination of this Charter. ^[1]_[SEP]

7.1 A - Lottery policy shall follow the Priority Lottery Guidelines as outlined in the Enrollment and Lottery Policy approved by the Exploris Board of Directors and the Office of Charter Schools. Lottery priorities will include priority for children of full time employees, siblings of current students, board members, and economically disadvantaged students (in this order).

The Exploris School
Lottery Policy, Revisions HIGHLIGHTED.
(Policy Code: STUDENTS 3010)

Lottery Selection

As required by **G.S. 115C-218.45(h)**: During each period of enrollment, the charter school shall enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. If there are more applications than spaces, the available spaces will be awarded by public lottery. Once enrolled, students are not required to reapply in subsequent enrollment periods; however, students who are placed on the waiting list must reapply for the lottery in subsequent school years.

Notwithstanding any law to the contrary, a charter school may refuse admission to any student who has been expelled or suspended from a public school under G.S. 115C-390.5 through G.S.115C-390.11 until the period of suspension or expulsion has expired.

Enrollment Application Time Period

Requested applications for the upcoming school are available on the school's website, and can be mailed or electronically sent upon request, beginning in November through the time the lottery enrollment closes the first Friday of February of the proceeding school year. Any applications received after the close of business on the first Friday in February will be placed on the waiting list in order of receipt.

Lottery Process

Applications for enrollment will be made available from November through February. All applications must be received by the first Friday in February in order to be considered for the school's lottery. The Lottery is conducted on the first Friday of March. The date and location are made public so that anyone may attend. **The lottery is conducted by an impartial third party firm in accordance with state standards and school priorities.** Following the lottery, parents are notified of their acceptance. Upon filling all the available positions, the lottery continues through the entire pool of applicants to establish a waiting list.

Any student receiving a seat either through the initial lottery or through the wait list will have a limited time to accept or decline the seat and, if offered the seat prior to the first day of school, must be present beginning the first day of school. **The school will make reasonable efforts to contact students' families who are not in school at the start of the school day on the first day of school via phone and email. If after 24 hours the family does not respond or attend, then the seat may be offered to the next student on the waitlist.**

Should a parent decline a spot, the open position will be offered to the next chronological applicant on the waiting list and these guidelines will apply.

Outlined below are the time limitations to accept or decline a seat:

- *From date of posting lottery results until June 1: 1 week to accept or decline a seat for the next school year*
- *From June 2 - to the first day of the new school year: 48 hours to accept or decline a seat for the upcoming school year*
- *After the first day of a current school year: 48 hours to accept or decline a seat for the current school year*

Lottery Preference

The charter school shall not discriminate against any student on the basis of race, ethnicity, religion, sexual identity, gender, gender identity or expression, or disability. Except as otherwise provided by law or the mission of the school as set out in the charter, the school shall not limit admission to students on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability.

Siblings of already enrolled students, children of all full-time employees, children of the school's Board of Directors, and applicants who are Economically Disadvantaged will receive priority enrollment in the following manner:

Lottery Priorities

Children of current staff and siblings are given priority over children of board members and students who are considered Economically Disadvantaged. Should a full-time staff member be hired after the annual lottery has occurred, space will be made available for said staff member's children for the upcoming school year. Children of Board members are given the next preference followed by students whose families qualify for Free and Reduced Lunch. If there more applicants than spaces, the available spaces will be awarded by public lottery with priority in the following order:

- 1. Children of current eligible staff*
- 2. Siblings of currently enrolled students*
- 3. Children of current Board members*
- 4. Children whose families are considered Economically Disadvantaged*
- 5. All other applicants.*

Siblings: It is the intent of Exploris to support whole families and create school community. All families with siblings of currently enrolled students must submit an application. Siblings of enrolled students will receive priority for admission during the lottery process if their applications are received by the designated deadline.

- *If siblings apply for admission to a charter school for the upcoming school year and a lottery is needed under G.S. 115C-238.29F(g)(6), the charter school will enter one surname into the lottery to represent all of the siblings applying at the same time. If the surname of the siblings is selected, then all of the siblings shall be admitted to the extent that space is available and does not exceed the grade level capacity. Should the*

sibling’s requested grade level be full, the sibling’s name will receive priority status on the waiting list.

- *If multiple birth siblings apply for admission to a charter school and a lottery is needed under G.S. 115C-238.29F(g)(6), the charter school shall may enter one surname into the lottery to represent all of the multiple birth siblings. If the surname of the multiple birth siblings is selected, then all of the multiple birth siblings shall be admitted.*

Employees and Board of Directors: Exploris will limit to no more than 15% of the school’s total enrollment priority admission to children of full-time employees and the charter school’s Board of Directors.

Economically Disadvantaged Students: Exploris will institute a priority lottery for remaining available seats in order to achieve 25% of our students meeting the “Economically Disadvantaged” (ED) criteria, defined by meeting national Free and Reduced Lunch (FRL) criteria, by the school year 2023-2024. We will achieve this by meeting the following interim goals:

<u>ACADEMIC YEAR</u>	<u>Target ED %</u>
2018-2019	0%
2019-2020	up to 10%
2020-2021	up to 15%
2022-2023	up to 25%
2023-2024	up to 25%

- *With each lottery, the Executive Director will work to identify number of FRL seats to make available per grade level in order to balance students admitted across grade levels, total seats available, school resources, and planned annual target.*
- *Families will have the opportunity to complete an optional form, separate from their lottery application, where they can offer family income information in order to determine if they are FRL eligible for the purposes of the priority lottery. This supplemental form will ask applicants to consent to verify status as FRL eligible by Exploris staff, and will state that no specific information will be obtained beyond eligibility status and that the information will not be retained.*

Transportation

Board and school administration will work annually to identify transportation opportunities for children.

Legal Reference: Article 14A of Chapter 115C, G.S. 115C-218

Adopted: 11/19/13

Revised: 7/24/18