



# The Exploris School

## The Exploris School Board Meeting

---

### Date and Time

Tuesday September 22, 2020 at 4:30 PM EDT

### Location

Board meetings are currently virtual until further notice.

Deb Brown is inviting you to a scheduled Zoom meeting.

Topic: Exploris School Board Mtg for September

Time: Sep 22, 2020 04:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85306734147>

Meeting ID: 853 0673 4147

One tap mobile

+13017158592,,85306734147# US (Germantown)

+13126266799,,85306734147# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 853 0673 4147

Find your local number: <https://us02web.zoom.us/j/85306734147>

---

### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>4:30 PM</b>
<b>A. Record Attendance</b>			1 m
<b>B. Call the Meeting to Order</b>			
<b>C. Approve Minutes</b>	Approve Minutes	Jerry Hwang	1 m
	Approve minutes for The Exploris School Board Meeting for Aug. 25th, 2020 on August 25, 2020		
<b>D. Public Comment</b>			15 m

**PUBLIC COMMENT**

Fifteen minutes will be allocated on the agenda for public input at each meeting. Additional time may be added at the discretion of the Chair.

Public comment may be oral, in person, or in written form to be read by the Chair. Public comment is limited to no more than 3 minutes per person.

It is recommended that public comment be written out and provided to the board following the three minutes to ensure the entire message is heard by the board.

Each speaker will clearly state their full name and county of residence.

All public comment should be factual and should not include personally identifiable information of students or personnel in order to maintain confidentiality. Speakers should avoid using names of students or staff and maintain confidentiality and privacy standards.

All public comments will be taken under advisement by the Board, but will not elicit an immediate written or spoken response. The names of persons providing public comment and a brief summary of topics or input will be included in the meeting minutes published.

A response will be provided to the stakeholder within seven (7) days.

Specific issues about a particular student or teacher should be addressed to the school's executive director, rather than the Board of Directors.

**II. Interim Leadership Report**

**4:47 PM**

<b>A. Personnel and Operations</b>	Vote	Deborah Brown and Amanda Northrup	15 m
------------------------------------	------	--------------------------------------	------

- Board approval is requested to appoint Lyndsey Anderson to the position of teaching partner.
- Board approval is requested to appoint Allie Yun to the position of teaching partner.
- Board approval is requested to contract with Sunbelt Staffing for ESL services
- Interim Leadership Team Report
  - Updates on programming and curriculum
  - Transitioning to Plan B: Timeline and metrics for the decision
- Counseling Report
  - F&R and Technology needs
  - Risk assessment tool
  - ARS/ Say Something training
- Finance Report

<b>B. Finance</b>	FYI	Koren Morgan	5 m
-------------------	-----	--------------	-----

**III. Committee Reports**

**5:07 PM**

1. Governance

- Board on Track Training

2. Facilities

- Updates on Gateway
- Updates on new prospects, BCCG relationship

3. Educational Excellence

4. Finance

<b>A. Governance Committee (2019-2020) Board Evaluation Reports</b>	Discuss	Tom Miller	15 m
---	---------	------------	------

The Board will review the 2019-2020 Board on Track evaluations and identify three to five priorities to address to improve the board's overall governance practices.

**IV. Other Business**

**5:22 PM**

- A. Board Development** FYI Theo Kingsberry 20 m
1. Foundation Report (Kimberly Harris or other Foundation Rep.) (5 min.)
    1. Restructuring
    2. Initiatives (Annual Fund, etc)
  2. ILT Stipends for summer work/changes in job responsibilities for June-August
  3. Ambassadors for Exploris: Gordon Smith & Anne Bryant
  4. Board Training (15 min.)

**V. Closed Session**

**VI. Closing Items**

- 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 The Exploris School Board Meeting for Aug. 25th, 2020 on August 25, 2020



## The Exploris School

### Minutes

#### The Exploris School Board Meeting for Aug. 25th, 2020

---

**Date and Time**

Tuesday August 25, 2020 at 4:30 PM

**Location**

Online

---

**Directors Present**

A. Rodriguez, D. Kain, G. Burnette, J. Hwang, J. Korreck, S. Darroch, T. Kingsberry, T. Miller

**Directors Absent**

A. Hendrix, K. Byars-Nichols, K. Hogan, K. Johnson

**Guests Present**

Angelean Hendrix, C. Greer-Banks, Callie Kirsch, D. Brown, K. Morgan, Karen Mollins, Leah Perry, M. Parkerson, Shannon Hardy

---

#### I. Opening Items

**A. Record Attendance**

**B. Call the Meeting to Order**

T. Kingsberry called a meeting of the board of directors of The Exploris School to order on Tuesday Aug 25, 2020 @ 4:37 PM.

**C. Approve Minutes**

J. Hwang made a motion to approve the minutes from prior meeting Board Meeting 7/28 on 07-28-20.

T. Miller seconded the motion.

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

#### II. Interim Leadership Report

## **A. Personnel and Operations**

- Board approval was requested to move Matt Moreland to a 50% counselor position and Michelle Parkerson to a 75% instructional coach position
- J.Hwang made a motion to accept these personnel changes
- A. Rodriguez seconded the motion
- The board VOTED to approve the motion
- Board approval was requested to approve a landscaping contract with DiPasquale and a culture and climate task force contract with CTQ (using funds already approved for this work). Additionally, Board approval was requested to formally approve the Citywide janitorial services contract after the prior month's provisional Board approval
- T. Miller made a motion to approve these contracts
- G. Burnette seconded the motion
- The board VOTED to approve the motion
- D. Brown provided an update on the school's purchase of an annual membership with CAI to provide on-demand HR solutions ranging from compliance to training, etc.

## **B. School Opening**

- D. Brown provided an update on school opening events and initiatives. This discussion included an overview of student events, teacher workweek updates, and student counseling updates

## **C. Finance**

- K. Morgan provided a financial update to the Board of Directors

## **III. Committee Reports**

### **A. Facilities Committee**

- L. Perry provided an update on the school's property and land search

### **B. Equity and Diversity Committee**

- J. Korreck provided an update on Equity and Diversity initiatives

### **C. Finance Committee**

- S. Darroch provided an update on funds delineation between the School and Foundation

## **IV. Other Business**

### **A. Board Development**

- T. Kingsberry provided an update on Board development initiatives

### **B. Closed Session**

- The Board entered into closed session to discuss personnel matters

## **V. 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 6:17 PM.

Respectfully Submitted,

T. Kingsberry

# Cover Sheet

## Personnel and Operations

**Section:** II. Interim Leadership Report  
**Item:** A. Personnel and Operations  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Exploris\_Schools-Angela\_Perez-09282020-06 (1).pdf  
Parent Letter 20-21 Say Something Training.docx.pdf  
The\_Exploris\_School\_09102020\_Sunbelt\_Client\_S (1).pdf  
\_Board Mtg Sept 22nd 2020 ILT Report.pdf  
ncparentbrochure.pdf





**Client Assignment Confirmation**

Education Division

Addendum A

Client agrees to pay Sunbelt for hours worked by Consultant on the following terms:

Client Name:	Exploris Schools		
Sunbelt Consultant:	Angela Perez		
Position:	ESL Teacher		
Assignment Start Date:	09/28/2020	Assignment End Date:	06/04/2021
Bill Rate per Hour:	\$63.00	Overtime Rate <i>per Hour</i> :	\$94.50
Minimum Weekly Hours:	2          Weekly hours are based on service date according to published school calendar		
Expenses:	Unless otherwise stated, Bill Rate is inclusive of all expenses.		
Miscellaneous:			

Sales tax will be added to professional fees if required by state law and client is not a tax exempt entity.

Client agrees that it will not directly or indirectly, personally or through another agent or agency, contract with or employ Consultant for a period of one year after the latest date of introduction, referral, or completion of the assignment.

If Sunbelt Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.

All hours are guaranteed if Consultant is quarantined at home due to contracting the COVID-19 virus while on school site.

Option of virtual services will be offered by Sunbelt in lieu of onsite services.

All precaution will be taken by the Client to create a safe and healthy environment.

Exploris Schools

Client Name

Client Representative Signature          Date

Amanda Northrup

Print Name

Associate Director

Title

**SUNBELT STAFFING, LLC**

DocuSigned by:	
<i>Erin McDonald</i>	9/15/2020
Sunbelt Representative Signature	Date

Erin McDonald

Print Name

Senior Account Executive

Title

***\*Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Sunbelt is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.***

Toll Free Phone 800-776-7713  
Toll Free Fax 877-309-9795  
www.sunbeltstaffing.com



## **Exploris Parent/Guardian/Caretaker Communication**

Dear Exploris Families:

As a school, we are committed to creating and sustaining a comprehensive, coordinated effort to improve the overall safety and well-being of our students and staff.

To do this, we believe this must involve community-wide programs and initiatives involving parents, staff, local law enforcement, mental health & wellness professionals and elected officials to take meaningful action to protect our students. In addition here is a [recent article by USA Today](#) regarding mental health and online learning.

### **Today, I am happy to announce we will continue to use the “Say Something Anonymous Reporting System” (SS-ARS).**

This program, which fulfills the mandate requirement under 115C-105.51 of NC Law, teaches students, teachers, and administrators how to recognize warning signs and signals, especially within social media, of individuals who may be a threat to themselves or others and *Say Something* to a trusted adult OR use its anonymous reporting system.

Specifically, the program educates participants to:

- Recognize the signs and signals of at-risk behaviors – especially within social media
- Take every sign and signal seriously; act quickly to get help by talking to a trusted adult OR
- Report it anonymously through SS-ARS 24/7 Crisis Center, mobile app, or website
- Respond to and manage the submitted tip via multi-disciplinary educator and administrator teams
- Sustain the curriculum and awareness via student clubs, in-school activities and call-to-action weeks

Our students often are aware of the problems their peers are facing, so we must empower them to know the danger signs and give them the tools to help each other with the assistance of trained and caring adults. As you know, most conversations are taking place on social media, therefore it is critical that we teach our students to be looking out for one another as these digital conversations are taking place. SS-ARS teaches them what to look for in text, video and photos while empowering them to act quickly to help a fellow student.

Please double click on the file below for a full brochure outlining the SS-ARS program:



The SS-ARS program is being provided and sustained at no cost to us through Sandy Hook Promise (SHP), a national non-profit organization. More than 7.5 million students and adults have been trained in their signature, evidence-based *Know the Signs* programs that includes *Say Something* Anonymous Reporting System (SS-ARS). They have an exceptional track record, reputation, and level of expertise in working effectively with kids, parents, and teachers to improve school safety and culture.

We anticipate that SS-ARS will help stop school shootings, suicides, and gun threats; it will help reduce bullying and cyberbullying; help intervene upon cutting, drug use, racial conflicts, and other violent and victimization acts.

If you have questions or concerns, please do not hesitate to email me at [counselor@exploris.org](mailto:counselor@exploris.org)

Sincerely,  
Michelle Duncan

## School Counselor



## Client Services Agreement Education Division

Sunbelt Staffing, LLC (hereafter referred to as "Sunbelt") and

The Exploris School

whose location is

*(Client Name)*

17 S. Swain St.

Raleigh, NC 27601

*(Street Address)*

*(City, State, Zip)*

(hereafter referred to as "Client")

enter into this non-exclusive Client Services Agreement for the purpose of referring and placing Consultants ("Consultants") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

### 1. Scope of Services.

Sunbelt, a licensed staffing agency in the business of providing supplemental staffing to the public and private education sector and not a healthcare provider, will use its commercially reasonable efforts to provide Consultants for assignment with Client. Sunbelt will be responsible for payment of each Consultant's wages and applicable payroll taxes, deductions, and insurance, including workers' compensation, general liability and professional liability coverage for the benefit of the Consultants. If a Consultant is unable to complete the specified assignment, Sunbelt will use its commercially reasonable efforts to find a replacement in a timely manner.

### 2. Independent Contractor.

The parties hereto specify and intend that the relationship of each to the other is that of an independent contractor that each Consultant shall be an employee of Sunbelt and that no qualified Consultant shall at any time be an employee of Client, unless the parties shall otherwise agree in writing. Sunbelt agrees to provide and maintain all payroll services for any qualified Consultant placed with Client, to maintain payroll records and to withhold and remit all payroll taxes and social security payments. Sunbelt does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, Sunbelt will notify Client in advance of the assignment in order to receive approval of this arrangement.

### 3. Telepractice Services.

Sunbelt, at Client's specific request, may provide telepractice services through VocoVision. Should utilization of VocoVision occur, Client shall, at that time, receive in addition to Addendum A – Client Assignment Confirmation, an Addendum B – Teleservices Provisions, Addendum C – Duties and Responsibilities and Addendum D – VocoVision Equipment Policies which, collectively, outline specific terms and conditions regarding VocoVision's telepractice services.

### 4. Insurance.

Sunbelt will maintain at least the following minimum amounts of insurance:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employers Liability - \$1,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability of \$1,000,000 per occurrence and \$3,000,000 aggregate.

### 5. Competency and Licensing.

Sunbelt will conduct comprehensive pre-employment screening to provide licensed Consultants who meet applicable professional standards. Sunbelt will endeavor to present only Consultants who are qualified for Client's open position(s) on job requirements established by Client either verbally or in writing. While Sunbelt will make every effort to pre-screen job candidates based on these requirements, Client acknowledges the candidate assignment decision is ultimately the responsibility of the Client. To this end, Sunbelt will make available to Client all appropriate Consultant records that Sunbelt may permissibly disclose and will facilitate an interview between Client and Consultant in order to assist Client in the hiring decision. Sunbelt will do its due diligence to ascertain the professional and applicable Department of Education licensing and certification requirements for the Consultant discipline placed with Client, however, it is ultimately the responsibility of the Client to approve the Consultant's licensure and certifications as acceptable.

### 6. On-Site Responsibility.

Client is responsible for providing all orientation, support, facilities, training, direction, and means for the Consultant to complete the assignment. Client acknowledges that Sunbelt is not providing nursing or healthcare services, but rather is providing candidate identification and placement services. As such, Client is responsible for the Consultant's adherence to the applicable standard of

# Sunbelt Staffing

practice and acknowledges that Sunbelt is not responsible for the Consultant's on-site performance given that Sunbelt does not have the capacity to provide direct, on-site supervision of daily activity. Client acknowledges that any deviation of the Client's policies and procedures as orientated to Sunbelt's Consultant should be reported in writing and directly to Sunbelt immediately so that Sunbelt may be provided an opportunity to offer correction and/or counseling of unacceptable practices by Consultant. Client warrants that its facilities and operations will comply at all times with all federal, state and local safety and health laws, regulations and standards, including OSHA standards, and that Client will be responsible for providing all safety training and equipment, and for each Consultant's compliance with health and safety requirements, including those instituted by Client.

## **7. Employment of Consultants.**

Client agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Consultant introduced or referred by Sunbelt for a period of one year after the latest date of introduction, referral, or placement or the conclusion of Consultant's assignment through Sunbelt. If Client or its affiliate enters into such a relationship or refers Consultant to a third party for employment, Client agrees to pay an amount equal to \$22,500 or thirty-five (35) percent (whichever is greater) of the Consultant's first year's annual salary, including any signing bonus, as agreed upon at the time of hiring. Payment is due and payable to Sunbelt upon start date.

## **8. Equal Opportunity.**

It is the policy of Sunbelt to provide equal opportunity to all Consultants for employment. Sunbelt and Client will screen based on merit only. All Consultants will be free from discrimination due to race, religion, color, sex, national origin, age, or disability.

## **9. Professional Fees.**

Client will pay Sunbelt based on the service charges specified in the Assignment Confirmation included as an addendum to this Agreement. All hours worked over forty (40) hours in a one-week work period will be billed at one and one-half times the regular bill rate. It is Client's responsibility to notify Sunbelt if pre-approval is required for any or all overtime hours prior to any such hours being worked. Client contract with a Consultant requiring relocation, Client will pay a one-time fee of four hundred dollars (\$400.00) to cover travel and relocation expenses for each Consultant assigned to Client facility(ies).

## **10. Payment Terms.**

Client will be billed on a weekly basis for all services provided during the previous week. Payment is due within fifteen (15) days of receipt of invoices. Invoices shall be considered past due if not paid by the agreed-upon due date. Client agrees to pay all necessary collection costs of amounts past due, including reasonable attorney's fees and costs. Additionally, Sunbelt reserves the right to approve or to discontinue any extension of credit and the terms governing such credit. Should billing disputes arise, Client shall notify Sunbelt in writing within thirty (30) days of the receipt of the disputed invoice. Once the dispute has been addressed and all required corrections/adjustments have been made the original payment terms and default after 30 days will be in place.

## **11. Administrative Responsibilities.**

Client shall be responsible for orienting Consultant to Client's policies and procedures regarding the submission of any requisite paperwork which must be tendered for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. During the contracted assignment, should Consultant fail to submit paperwork as required per Client's policies and procedures, Client must notify Sunbelt in writing within three (3) business days of alleged failure. Failure to notify Sunbelt before assignment ends shall negate any Client claim to withhold payment due to untimely work and/or paperwork non-compliance by Consultant. Client agrees that all approved time sheets by Client's assigned representative are not subjected to billing dispute if Client fails to notify Sunbelt of time sheet and work performed discrepancies.

## **12. Limitation of Liability.**

NEITHER PARTY SHALL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND SHALL NOT BE LIMITED BY THESE PROVISIONS.

## **13. Incident and Error Tracking.**

Client will report to Sunbelt any performance issues, incidents, errors and other events related to the care and services provided by Sunbelt employees. Sunbelt will document reported incidents in employee's personnel file and track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of the occurrence.



#### **14. Reporting of Work-Related Injuries.**

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed appropriate by the Client and suitable to the setting to which Sunbelt's Consultant has been assigned. Client ensures compliance with all applicable OSHA obligations to include general training on the reporting of work-place injuries, incidents, and occupational exposure to bloodborne pathogens occurring at Client facility. Records of such occurrences must be maintained by the Client and accessible to Sunbelt within guidelines set forth by governing entities. In the event of work-place injury, incident or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the applicable treating department as per Client protocol. Consultant shall also report work-place injury, incident or exposure to Sunbelt concurrently with Client for the purpose of reporting such event to Sunbelt's worker's compensation carrier. If Sunbelt's Consultants are not eligible for treatment of work-place injury, incident or exposure by Client or if reporting requirements change during the term of this Agreement, Client is responsible for written notification of such information to both Sunbelt and Sunbelt's Consultant.

#### **15. Termination of Contracted Assignment with Cause.**

Immediately upon occurrence, Client has the obligation to report each deviation from the accepted standard of practice, policies and procedures as orientated to Consultant, behavior, and or any incident that would be considered averse to the overall operation of Client. Client may request that Sunbelt facilitate the immediate removal of Consultant due to any of the issues preceding with written and/or verbal notice. The Client, however, may not immediately terminate a Consultant unless Sunbelt has been notified prior to final incident or unless a single incident warrants immediate dismissal prior to Sunbelt's notification. All supporting documentation specifying the reasons and facts of the termination is required within forty-eight (48) hours of termination. If the Client does not report such deviation(s) and subsequently terminates Consultant or if Client does not provide required documentation following a termination within the required timeframe, Client will be assessed as liquidated damages and not as a penalty, an amount equal to one (1) week of billing. The parties agree that Sunbelt's Consultants are an integral part of its operation and a resource that may have been developed over a number of years. Any delay or absence of a written and verbal notice could result in lost revenue or other consequences not foreseen at this time and therefore the liquidated damages are not unreasonable to the probable loss to be suffered by Sunbelt in the event of your breach of this provision. Client will be responsible for all professional fees (and expenses if applicable) up to the point of termination. Termination with cause must be documented prior to termination in accordance with the Incident and Error Tracking procedures set forth in paragraph 14 of this agreement. Sunbelt shall have five (5) business days to refill the position in the event of termination with cause. Should Sunbelt identify a suitable Consultant, Client agrees to original terms or extended terms of the terminated Consultant's assignment.

#### **16. Termination of Contracted Assignment without Cause.**

Client may cancel an assignment with sixty (60) days written notice. Client is responsible for all charges and fees prior to cancellation date and through the 60-day period of notice. In the event Client is unable to provide sixty (60) days' notice of termination, Client will be billed for sixty (60) days at the agreed upon regular bill rate and minimum hours. In the event of termination without cause, Client will be responsible for any housing and travel costs actually incurred by Sunbelt as a result of such cancellation.

#### **17. Guaranteed Minimum Hours.**

Client agrees to provide Consultant the guaranteed number of work hours per week specified in the attached Assignment Confirmation Addendum A. Cancellation of prescheduled workdays or reduction in work hours by Client will be billed reflecting the guaranteed minimum work hours. Minimum work hours shall be reduced to reflect scheduled school closings for holidays and planning days.

#### **18. Paid Sick Leave.**

For those jurisdictions that have passed or will pass legislation requiring Paid Sick Leave, Paid Sick Time will be billed back to Client at the straight-time bill rate for all hours taken by any Consultant assigned to Client. This section is not applicable until the effective date of such legislation has been reached.

#### **19. Unscheduled Facility Closure Policy.**

Sunbelt will incur fixed expenses over the entire course of a Consultant's contract assignment with Client related to the Consultant's housing and per diem costs. The parties agree that in the event of an unforeseen or unexpected interruption in a Consultant's assignment resulting from an unscheduled closure, complete or partial, of Client's facilities due to natural or manmade disasters, such as, and without limiting the generality of the foregoing, fire, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client will transition to virtual services for all Consultants whose services can be performed in such a setting. Client shall be billed for services performed at the regular contracted hourly bill rate for all hours worked by Consultant. Virtual service hours shall be entered and processed according to the normal time submittal and approval process unless otherwise requested by Client and agreed upon by Sunbelt. Sunbelt and Client will mutually determine which contracted disciplines qualify for virtual services. For contracted services not eligible for virtual

# Sunbelt Staffing

services, Client will be invoiced and shall pay for each such affected Consultant's services at the reduced rate of 75% of the regular hourly bill rate for the total hours normally scheduled for each day that the Consultant(s) is unable to work by virtue of such Unscheduled Closure.

## 20. Multiple Locations.

If client requires Consultant to travel to and perform services at more than one location, Client will compensate Sunbelt for travel time between facilities at the regular hourly bill rate and for mileage up to the current acceptable IRS reimbursement rate.

## 21. Issue Resolution.

In the event Client encounters an issue that is not satisfactorily resolved by its Sunbelt representative, Client should escalate the issue to the appropriate Sunbelt manager. The Sunbelt manager contact is:

**Sunbelt Division Director, Telephone:** Kim Western, 813-792-3433

## 22. Indemnification.

To the extent permitted by law, each party will be responsible for damages associated with third party claims to the extent of their respective negligence, willful misconduct or breach of this agreement.

## 23. Confidentiality.

Each party acknowledges that as a result of this Agreement, they will learn confidential information of the other party. Confidential information is defined as that information which is private to each party but is shared by one to the other party as required to accomplish this Agreement and **includes bill rates, fees for permanent placements and terms and conditions of this Agreement**. It is agreed that neither party will disclose any confidential information of the other party to any person or entity. Neither will it permit any person nor entity to use said confidential information. The only exceptions will be: (a) Information shared to the appropriate individuals within the respective organizations as necessary to execute this Agreement, (b) disclosures as required by law. Confidential Information of Sunbelt shall include, but is not limited to, any and all unpublished information owned or controlled by Sunbelt and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of Sunbelt and which is not generally disclosed to the public including but not limited to employee information, technical data, policies, financial data and information to include contract terms and provisions, billing rates, permanent placement fees whether disclosed orally, in writing or by inspection. If the receiving party shall attempt to use or dispose of any of the Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of the foregoing, the disclosing party shall have the right, in addition to such other remedies which may be available to it, to obtain an injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant, it being acknowledged that legal remedies are inadequate.

## 24. Family Education Rights and Privacy Act.

Sunbelt shall comply with all laws, rules and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA") and acknowledges that certain information about the Client's students is contained in records maintained by Sunbelt and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect these records in accordance with FERPA and Client policy. To the extent permitted by law, nothing contained herein shall be construed as precluding either party from releasing such information to the other so that each can perform its respective responsibilities. As it applies, Consultants assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines.

## 25. State Retirement System Notice.

Client acknowledges and agrees that if formal notice is required to be given to any Consultant that participation in any such retirement system/pension is either: 1) permitted by Consultant's election; or 2) is required by law, then Client is solely responsible for providing such notice to Consultant s and fulfilling all associated administrative duties. Client shall immediately notify Sunbelt if any Consultant is required to, or voluntarily elects to participate in any such system. In such event, Client shall advise Sunbelt of the withholding obligation percentages (both employer and employee share) so that invoices to Client and payment to the Consultant may be adjusted accordingly. The parties agree that Client shall withhold and pay to the retirement/pension both the employee and employer shares. The parties agree that the applicable employee and employer shares paid to the system by the Client shall be deducted from the amount owed to Sunbelt by the Client hereunder. The parties agree that the applicable employee share paid to the system by the Client shall be deducted from the amount due the Consultant by Sunbelt. The Client and Sunbelt expressly acknowledge and agree that if any Consultant is required to, or elects to participate in a retirement system/pension, the Client shall be solely responsible for: 1) creating an account for Consultant with the appropriate retirement system/pension; 2) all present and/or future obligations to make employee and employer cash payments/ contributions

# Sunbelt Staffing

to the retirement system/pension as required by law and/or set by the retirement system/pension; and 3) otherwise administering all employer functions pertaining to the Consultant's interest in retirement system/pension.

**26. Conflicts of Interest.**

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with their ability to perform their obligations hereunder objectively and effectively. To that end, the Parties hereby certify and represent that their officials, employees and agents do not have any significant financial or other pecuniary interest in the other party's business enterprise, and that no inducements of monetary or other value were offered or given to any officer, employee or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.

**27. Survival.**

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation or expiration of this Agreement, shall survive termination, cancellation or expiration of this Agreement.

**28. Governing Law.**

This Agreement shall be governed by the laws of the state of Delaware.

**29. Entire Agreement.**

This Agreement represents the entire agreement between the parties and supersedes any prior understandings or agreements whether written or oral between the parties respecting the subject matter herein. This Agreement may only be amended in a writing specifically referencing this provision and executed by both parties. This Agreement shall inure to the benefit of and shall be binding upon the parties hereto and their respective heirs, personal representatives, successors and assigns, subject to the limitations contained herein. The unenforceability, invalidity or illegality of any provision of this Agreement shall not render any other provision unenforceable, invalid or illegal and shall be subject to reformation to the extent possible to best express the original intent of the parties. This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. *(Please return all pages of this Client Services Agreement).*

**The Exploris School**

**SUNBELT STAFFING, LLC**

Client Name

DocuSigned by:

9/10/2020

Client Representative Signature

Date

*Kimberly Western*  
Sunbelt Representative Signature  
764B0B2763114E4...

Date

Amanda Northrup

Kimberly Western

Print Name

Print Name

Associate Director

Vice President

Title

Title





**Client Assignment Confirmation (Addendum A)**  
**Education Division**

Client agrees to pay Sunbelt for hours worked by Consultant on the following terms:

Client Name: \_\_\_\_\_

Sunbelt Consultant: \_\_\_\_\_

Position: \_\_\_\_\_

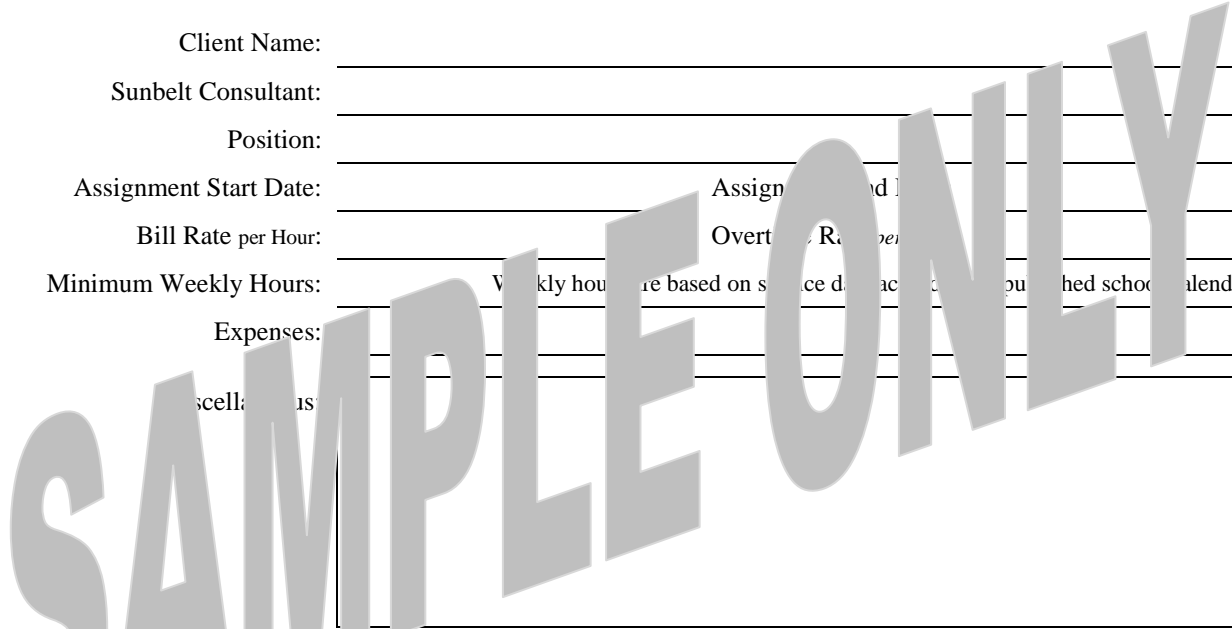
Assignment Start Date: \_\_\_\_\_ Assignment End Date: \_\_\_\_\_

Bill Rate per Hour: \_\_\_\_\_ Overtime Rate per Hour: \_\_\_\_\_

Minimum Weekly Hours: \_\_\_\_\_ Weekly hours are based on schedule dates published school calendar

Expenses: \_\_\_\_\_

Miscellaneous: \_\_\_\_\_



Sales tax will be added to professional fees if required by state law and client is not a tax-exempt entity.

Client agrees that it will not directly or indirectly, personally or through another agent or agency, contract with or employ Consultant for a period of \_\_\_\_\_ year after the latest date of introduction, referral, or completion of the assignment.

If Sunbelt Consultant should be required to travel to other locations at the specific request of the Client, the Client will be responsible for all expenses incurred.

All hours are guaranteed if Consultant is quarantined at home due to contracting the COVID-19 virus while on school site.

Option of virtual services will be offered by Sunbelt in lieu of onsite services.

All precaution will be taken by the Client to create a safe and healthy environment.

**SUNBELT STAFFING, LLC**

_____		_____	
Client Name			
_____		_____	
Client Representative Signature	Date	Sunbelt Representative Signature	Date
_____		_____	
Print Name		Print Name	
_____		_____	
Title		Title	

***\*Terms and conditions outlined in this Client Assignment Confirmation will be considered agreed upon by all parties unless Sunbelt is notified of changes by Client within forty-eight (48) hours of client's receipt of this Client Assignment Confirmation.***



**Client HR Requirements**

Client: The Exploris School City, State: Raleigh, NC 27601

In an effort to provide all necessary documentation for travel healthcare professionals assigned to your facility, we ask that you complete this form to be used as a reference for all personnel placed in your facility.

**Standard Credentialing Package**

As part of our Standard Credentialing Package, Sunbelt will provide the following prior to the start of a contracted assignment.

**PROFESSIONAL:**  
 Current CV / Resume  
 Current Skills Checklist  
 References

**LICENSURE**  
 Professional License  
 Professional License Verification

**EDUCATION:**  
 CDC Guidelines for School Professionals  
 FERPA Guidelines

**BACKGROUND:**  
 Criminal Background Check  
 EPLS/GSA Exclusion Search  
 HHS/OIG Search  
 Sexual Offender Search  
 OFAC Search

**MEDICAL:**  
 Hepatitis B Vaccination / Declination Form  
 MMR Vaccination / Declination Form  
 Physical Examination Waiver  
 10-Panel Drug Screen

**Optional Credentialing**

If your district requires any of the following in addition to our Standard Credentialing Package, please indicate below.

**Credentialing Documents should be:**

a. Sent to District prior to assignment start

b. Documented in an Attestation that will be provided to District prior to assignment starts

c. Held on file by Sunbelt and provided should District request

**Licensing Details**

Will the contracted professional be permitted to attend Orientation while license is in process?       YES       NO

Will the contracted professional be permitted to start their assignment while license is in process?       YES       NO

**School Calendar Request**

Check box to attach       Check to fax to 877-831-8511



**RATE SCHEDULE**

**Client Name:** The Exploris School

**1. Hourly Rates**

Category	Bill Rate per Regular Hour	
Speech Language Pathologist	\$ 65.00-80.00	per hour
Physical and/or Occupational Therapist	\$ 65.00-85.00	per hour
SLPA, PTA and/or COTA	\$ 55.00-70.00	per hour
CFY	\$ 60.00-75.00	per hour
School Nurse – RN/LPN	\$ 40.00-70.00	per hour
Psychologist	\$ 65.00-80.00	per hour
Behavior Specialist	\$ 60.00-75.00	per hour
Guidance Counselor	\$ 55.00-70.00	per hour
Social Worker	\$ 60.00-75.00	per hour
Special Education Teacher	\$ 60.00-75.00	per hour
Life Skills Teacher	\$ 55.00-70.00	per hour
Sign Language Interpreter	\$ 55.00-70.00	per hour
Teacher of the Visually Impaired	\$ 65.00-85.00	per hour
Adaptive Physical Education Teacher	\$ 65.00-80.00	per hour
Orientation and Mobility Specialist	\$ 65.00-80.00	per hour
Music Therapist	\$ 60.00-75.00	per hour
Other: Teletherapy	\$ Add \$7 - \$10 to above mentioned rates	per hour
Other:	\$	per hour
Other:	\$	per hour
<b>Substitute for any discipline provided</b>	<b>\$ 15.00</b>	<b>per hour additional to rate quoted</b>

2. Rates will increase by a minimum of \$4.00/hour for each consecutive assignment.

3. **Overtime** All hours worked over forty (40) hours in a one-week work period will be billed at one and one-half times the regular bill rate. Work week is defined as Sunday thru Saturday.

No Overtime Hours are authorized under this Agreement

Pre-approval of Overtime Hours Required.

Approval may be given in writing or verbally.

Approval may be given in writing only

4. **Mileage** If assignment involves providing services at more than one facility, travel time between facilities will be billed at the regular hourly rate. Mileage between facilities will be billed at the currently acceptable IRS reimbursement rate.

Client initials: \_\_\_\_\_

Sunbelt initials: DS  
KW



### CONTACT AND INFORMATION SUMMARY

#### CLIENT

In an effort to increase efficiency for our Clients, Sunbelt Staffing will email service invoices. Should you wish to opt out of this process, please check here

Client Name: \_\_\_\_\_

Invoicing Contact: \_\_\_\_\_

Invoice Email: \_\_\_\_\_

Invoice Email CC: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Staffing Contact	Name: _____	Email: _____
	Phone: _____	Fax: _____
Accts Payable Contact:	Name: _____	Email: _____
	Phone: _____	Fax: _____
Credentialing Contact:	Name: _____	Email: _____
	Phone: _____	Fax: _____

#### SUNBELT STAFFING, LLC

<b>Correspondence Address</b>
<i>Correspondence, Contracts, Contract Addendums, Notices, etc.</i>
<b>3687 Tampa Road, Suite 200</b>
<b>Oldsmar FL 34677</b>
Fax Number: <b>877-831-8511</b>

<b>Remittance Address</b>
<i>Only payments should be sent to this address</i>
<b>PO Box 934411</b>
<b>Atlanta, GA 31193-4411</b>

Account Representatives	
Name:	Erin McDonald
Email:	erin.mcdonald@sunbeltstaffing.com
Telephone:	813-261-2262
Name:	NA
Email:	NA
Telephone:	NA

<b>Billing Disputes and Purchase Orders</b>	
Attention:	Brandi Needham
Email:	<a href="mailto:brandi.needham@sunbeltstaffing.com">brandi.needham@sunbeltstaffing.com</a>
Fax:	877-831-8511

---

---

# Interim Leadership Team Report

— The Exploris School —  
Board Meeting Sept. 22nd, 2020

---

---

# Personnel and Operations

- Board approval is requested to appoint Lyndsey Anderson to the position of teaching partner.
- Board approval is requested to appoint Allie Yun to the position of teaching partner.
- Board approval is requested to contract with Sunbelt Staffing for ESL services (MOU in packet)

# Programming & Curriculum Updates

- **MAP testing is being completed**
  - Managing pretty well in remote, with some bumps
  - Using the data to help plan core instruction and interventions
- **Students & Staff settling into routines**
  - Some grades beginning to take advantage of the “plus” part of Plan C+
  - Some great use of guest speakers
  - Creative use of the tech tools and situations-- Explorations, MS GA Electives, etc

# Reopening Updates

## Forming a Task Force for Plan B

- 1st checkpoint is Fall break
- Family & Staff surveys: who will come back?
- Local metrics
- Get buildings ready
- Updating schedules & revisiting 2x2
- Communications & messaging to families



# Reopening Timeline

Our reevaluation windows are:

- Fall Break (Oct. 5-9)
- End of Trimester 1 (Nov. 20)
- Winter Break (Dec 21-Jan 1)
- End of Trimester 2 (March 11)
- Spring Break (March 29-April 5)

# Reopening Metrics

**We are using a number of factors to determine our plan, including**

- Guidelines from the North Carolina Health and Human Services,
- Guidelines from the North Carolina Department of Public Instruction,
- Local metrics of Covid spread, using the WCPSS standard:
  - Metrics provided by local health officials and the NC Department of Health and Human Services show the rate of positive cases in Wake County has declined to 5% or lower for two consecutive weeks
  - supporting metrics tracked by the county are all trending downward.
- Experiences from other schools and organizations who are reopening
- Input from our Exploris staff and Exploris families.
- Readiness of our classrooms and PPE



# Counseling Updates

- ***Say Something***

- Training 6th-8th graders again this year how to use the “Say Something” anonymous reporting app
- This training will help students identify warning signs for school violence as well as potential issues of bullying and self-harm. Here are resources for parents about the program.
  - [Parent Letter](#)
  - [Parent Brochure](#)
- Student Support team completed their refresher training this past week

- **Ongoing response to Technology or food insecurity needs**

- **Parent Connection Sessions:**

October 15th at 12:30 and 8:30 pm

Link: <https://us02web.zoom.us/j/93849276883>

In case you missed last month: [Click here](#)



# Finance

- The Finance Committee met on Thur., Sept. 17 to review the financials for both FY20 and FY21.
- Monthly meetings are now being held at 3:30 PM to accommodate the schedule of teacher representatives. We are pleased to now have teacher representatives from both elementary and middle school grades.
- Next month, we plan to present the final FY20 EOY balance to be transferred to reserves, as well as the revised FY21 budget.
- The FY21 budget currently projects an EOY balance of 3.22%.
- Financial reports are included in the board packet.



---

---

# Respectfully submitted,

Deborah Brown & Amanda Northrup,  
*on behalf of the*  
*Exploris Interim Leadership Team*

---

---

# SAY SOMETHING™

ANONYMOUS REPORTING SYSTEM

## PARENT GUIDE



Sandy Hook  
**PROMISE**  
Powered by BoardOnTrack



# What is the PROBLEM?

Each year in schools and communities across the United States, there are millions of youth who hurt themselves or others through verbal, physical and digital means.

These behaviors can cause youth to experience emotional trauma and physical injury, mental health or wellness issues, stress or anxiety, and/or feelings of being unsafe.

Too often the outcome results in self-harm, suicide or homicide.

## THE FACTS

In a majority of these acts, youth and adults are witness to threats, warning signs or signals, especially on social media, but do nothing to intervene to help the at-risk youth. **In fact:**

- Approximately, **1,000,000 students** reported being harassed, threatened or subject to other forms of cyberbullying ([www.nveee.org/statistics/](http://www.nveee.org/statistics/), 2016)
- **80% of school shooters** told someone of their violent plans. 59% told more than one person (Vossekuil, B., et al., 2002)
- **70% of people** who complete suicide told someone of their plans or gave some other warning sign (Robins, E., et al., 1959)
- A national study found that **37% of threats** of violence, bullying, etc. were sent electronically and 28% used social media (Trump, K., 2015)

## THE REASONS

There are many reasons why youth and adults do not Say Something when they see a warning sign or signal. **They do not:**

- Understand or know how to recognize warning signs and signals of at-risk behavior
- Believe a threat to be true because “they would never say it publicly if they meant it”
- Want to be labeled, stigmatized and/or possibly physically threatened as a “snitch”
- Know who to tell or “believe that nothing will be done to help anyhow”
- Think they need to because someone else will say something



# What is THE SOLUTION?

The Say Something Anonymous Reporting System (SS-ARS) teaches youth and adults how to recognize warning signs and signals, especially within social media, of individuals who may be a threat to themselves or others and Say Something, using our anonymous reporting system, BEFORE it is too late.

## SS-ARS Curriculum Teaches

- How to recognize the signs and signals of at-risk behaviors – especially within social media
- Take every sign and signal seriously; act quickly to get help by talking to a trusted adult OR
- Report anonymously through SS-ARS 24/7 Crisis Center, mobile app, or website

## SS-ARS Reporting Platform

- Provides an app, website and 24/7 crisis telephone hotline for youth and adults to submit anonymous tips
- Features nationally certified, 24/7 Crisis Center with multi-lingual counselors trained in suicide and crisis management
- Is managed and maintained by a national 24/7 Crisis Center digital school safety leader with combined 30+ years of experience



How the

# SAYSOMETHING™

Works

ANONYMOUS REPORTING SYSTEM

## STEP 1

SUBMIT AN ANONYMOUS TIP



**Call the tipline:**  
1-844-5-SAYNOW



**Use the Website:**  
[www.saysomething.net](http://www.saysomething.net)



**Use the Mobile App:**  
Available for Apple  
and Android devices

## STEP 2

ALL CALLS AND TIPS SENT TO 24/7  
MULTILINGUAL CRISIS CENTER

1

A Crisis counselor receives and reviews tip information

2

The tip is triaged and categorized as either Life Safety or Non-Life Safety

3

The tip is then sent to school officials and law enforcement (as needed) via text, email and phone call within seconds of being received

## STEP 3

SCHOOL OFFICIALS & LAW ENFORCEMENT  
INTERVENE AND HELP INDIVIDUAL(S)

1

School Officials and law enforcement (as needed) act immediately to investigate, assess and intervene on reported at-risk individuals

2

The at-risk individual receives the help he or she needs BEFORE they ever get to the point of hurting themselves or others

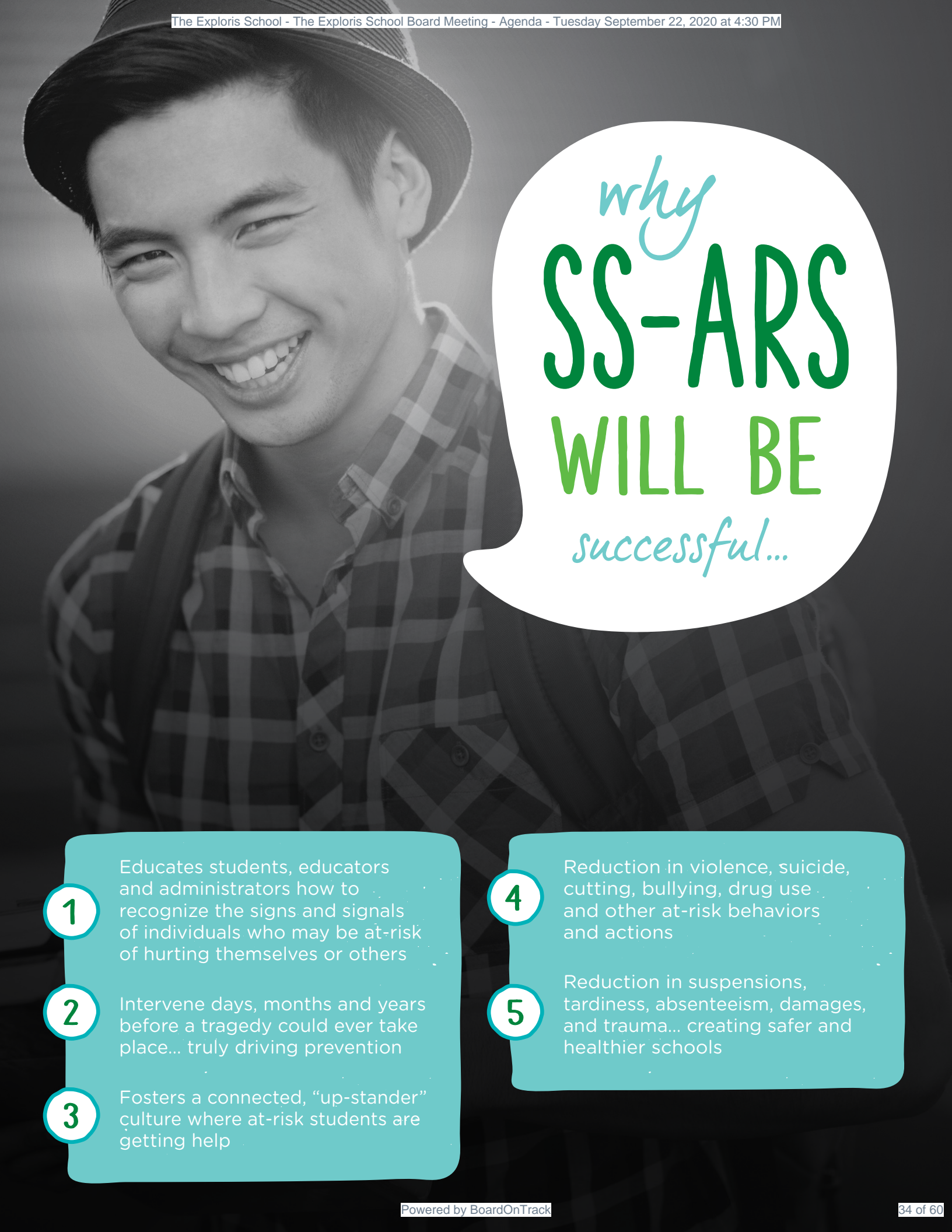
3

School officials report their outcomes into the SS-ARS platform and close out the tip ensuring accountability for every tip submitted

## How is the program SUSTAINED?

### SS-ARS is sustained through our:

- Students Against Violence Everywhere (SAVE) Promise Club or existing student club by embedding SS-ARS in the club in order to empower students to carry it forward and keep awareness high within district schools
- On-going support, refresher trainings and call-to-action weeks to rally school personnel and student clubs around the SS-ARS program
- No cost, in-school awareness materials – posters, floor stickers, table tops, etc. to gently remind students of the app, website and 24/7 telephone hotline



*why*  
**SS-ARS**  
**WILL BE**  
*successful...*

1

Educates students, educators and administrators how to recognize the signs and signals of individuals who may be at-risk of hurting themselves or others

2

Intervene days, months and years before a tragedy could ever take place... truly driving prevention

3

Fosters a connected, "up-stander" culture where at-risk students are getting help

4

Reduction in violence, suicide, cutting, bullying, drug use and other at-risk behaviors and actions

5

Reduction in suspensions, tardiness, absenteeism, damages, and trauma... creating safer and healthier schools

# About Sandy Hook Promise

---

**Sandy Hook Promise (SHP)** is a national, nonprofit organization based in Newtown, Connecticut. SHP is led by several family members whose loved ones were killed in the tragic mass shooting at Sandy Hook Elementary School on December 14, 2012. SHP's mission is to prevent gun violence (and other forms of violence and victimization) BEFORE it happens by educating and mobilizing youth and adults to identify, intervene and get help for at-risk individuals. SHP is a moderate, above-the-politics organization that supports sensible program and policy solutions that address the "human-side" of gun violence by preventing individuals from ever getting to the point of picking up a firearm to hurt themselves or others. Our words, actions and impact nationwide are intended to honor all victims of gun violence by turning our tragedy into a moment of transformation.

For more information about Sandy Hook Promise and our *Know the Signs* program, please visit [www.sandyhookpromise.org](http://www.sandyhookpromise.org).

---



Sandy Hook  
**P R O M I S E**

**Gun violence is preventable when you Know the Signs.  
Learn how and stop it before it starts.**

# Cover Sheet

## Finance

**Section:** II. Interim Leadership Report  
**Item:** B. Finance  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** 03. Board Report 2020.13 Exploris Updated.pdf  
05. Income Statement - 2020.08 - Exploris.pdf  
06. Balance Sheet - 2020.08 - Exploris.pdf  
09. Board Report 2020.08 Exploris.pdf  
8\_30\_20 Account Balances.pdf



# The Exploris School

## Budget Analysis Report

Fiscal Year: 2020 | 6/01/2020 - 6/30/2020

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used
<b>Revenues</b>					
STATE REVENUE	2,857,676.73	2,865,890.53	2,865,890.53	(8,213.80)	100.29
LOCAL REVENUE	1,373,421.55	1,329,895.02	1,329,895.02	43,526.53	96.83
NCACCESS GRANT REVENUE	142,000.00	66,338.44	66,338.44	75,661.56	46.72
FEDERAL REVENUE	75,000.01	70,806.59	70,806.59	4,193.42	94.41
FOUNDATION REVENUE	6,500.00	10,061.69	10,061.69	(3,561.69)	154.80
B&A CARE REVENUE	90,000.00	83,566.00	83,566.00	6,434.00	92.85
FIELD TRIP REVENUE	3,549.00	81,517.41	81,517.41	(77,968.41)	2296.91
<b>Revenues</b>	<b>4,548,147.29</b>	<b>4,508,075.68</b>	<b>4,508,075.68</b>	<b>0.00</b>	<b>99.12</b>
<b>Expenses</b>					
Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used
SALARIES AND BONUSES	2,632,923.58	2,592,769.57	2,592,769.57	40,154.01	98.47
BENEFITS	632,687.13	313,346.68	313,346.68	319,340.45	49.53
BOOKS AND SUPPLIES	73,285.00	69,082.13	69,082.13	4,202.87	94.27
TECHNOLOGY	77,600.01	90,564.34	90,564.34	(12,964.33)	116.71
NON-CAP EQUIPMENT & LEASES	22,580.00	20,407.52	20,407.52	2,172.48	90.38
CONTRACTED STUDENT SERVICES	97,500.00	85,762.88	85,762.88	11,737.12	87.96
FIELD TRIPS	4,300.02	79,491.35	79,491.35	(75,191.33)	1848.63
STAFF DEVELOPMENT	11,000.00	3,361.03	3,361.03	7,638.97	30.55
ADMIN SERVICES	109,650.00	161,868.10	161,868.10	(52,218.10)	147.62
INSURANCES	24,605.00	12,093.40	12,093.40	12,511.60	49.15
FACILITIES					
FACILITIES	455,583.28	469,390.85	469,390.85	(13,807.57)	103.03
B&A CARE	36,032.84	42,917.32	42,917.32	(6,884.48)	119.11
CLUBS	0.00	5,561.34	5,561.34	(5,561.34)	
VARIOUS GRANTS - NCACCESS	142,000.00	65,788.00	65,788.00	76,212.00	46.33
<b>Expenses</b>	<b>4,319,746.86</b>	<b>4,012,404.51</b>	<b>4,012,404.51</b>	<b>0.00</b>	<b>92.89</b>
<b>SURPLUS/(DEFICIT)</b>	<b>228,400.43</b>	<b>495,671.17</b>	<b>495,671.17</b>		

09/10/2020  
05:57 AM

**THE EXPLORIS SCHOOL**

**Income Statement**

**Fiscal Year: 2021 Month: August**

**Include Fund(s): 1, 2, 3, 5**

<b>Fund</b>	<b>Beg. Balance</b>	<b>MTD Actual</b>	<b>YTD Actual</b>
<b>Fund 1</b>			
<b>Revenue Total:</b>	<b>248,910.86</b>	<b>244,227.15</b>	<b>493,138.01</b>
<b>Expense Total:</b>	<b>249,026.31</b>	<b>249,991.42</b>	<b>499,017.73</b>
<b>Change in Fund 1 Balance:</b>	<b>(115.45)</b>	<b>(5,764.27)</b>	<b>(5,879.72)</b>
<b>Fund 2</b>			
<b>Revenue Total:</b>	<b>42,225.29</b>	<b>(40,501.28)</b>	<b>1,724.01</b>
<b>Expense Total:</b>	<b>12,286.54</b>	<b>130,630.12</b>	<b>142,916.66</b>
<b>Change in Fund 2 Balance:</b>	<b>29,938.75</b>	<b>(171,131.40)</b>	<b>(141,192.65)</b>
<b>Fund 3</b>			
<b>Revenue Total:</b>	<b>0.00</b>	<b>645.91</b>	<b>645.91</b>
<b>Expense Total:</b>	<b>9,990.30</b>	<b>10,687.84</b>	<b>20,678.14</b>
<b>Change in Fund 3 Balance:</b>	<b>(9,990.30)</b>	<b>(10,041.93)</b>	<b>(20,032.23)</b>
<b>Fund 5</b>			
<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Change in Fund 5 Balance:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**THE EXPLORIS SCHOOL****Balance Sheet**Fiscal Year: 2021 | Fiscal Month: August  
Include Funds: All**Assets**

1.1010.000.000.000.000.00	Cash OP FCIT 6528	(5,368.25)
2.1010.000.000.000.000.00	Cash OP FCIT 6528	676,220.48
2.1011.000.000.000.000.00	Cash - Reserve	306,436.71
2.1180.000.000.000.000.00	Accounts Receivable - Employee	698.65
2.1610.000.000.160.000.00	Expenses Not Reimb NC ACCESS	31,050.50
2.1611.000.000.000.000.00	Security Deposit	15,658.00
3.1010.000.000.000.000.00	Cash OP FCIT 6528	(20,032.23)
5.1010.000.000.000.000.00	Cash OP FCIT 6528	354,640.40

**TOTAL Assets:** 1,359,304.26**Liabilities**

1.2274.000.000.000.000.00	EEs' Dental Ins. Deductions	50.27
1.2278.000.000.000.000.00	EEs' Other Ins. Deductions	13.82
1.2290.000.000.000.000.00	EEs' Repayment to School	447.38
2.2010.000.000.500.000.00	Prior Year Expenses	188.94
2.2160.000.000.000.000.00	Salaries & Wages Payable	(9,095.78)

**TOTAL Liabilities:** (8,395.37)**Reserves and Equity**

2.2960.000.000.000.000.00	Fund Equity	1,180,163.83
5.2960.000.000.000.000.00	Fund Equity	354,640.40

**TOTAL Reserves and Equity:** 1,534,804.23**NET GAIN (LOSS):** **(167,104.60)****TOTAL LIABILITIES / RESERVES / INCOME:** 1,359,304.26



# The Exploris School

## Budget Analysis Report

Fiscal Year: 2021 | 8/01/2020 - 8/31/2020

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection
<b>Revenues</b>						
STATE REVENUE	2,638,923.08	244,227.15	493,138.01	2,145,785.07	18.69	2,910,434.72
LOCAL REVENUE	1,361,475.00	(40,501.28)	1,724.01	1,359,750.99	0.13	1,306,585.82
NCACCESS GRANT REVENUE	123,000.00	645.91	645.91	122,354.09	0.53	123,645.91
FEDERAL REVENUE	75,000.00	0.00	0.00	75,000.00	0.00	73,292.00
FOUNDATION REVENUE	9,230.00	0.00	0.00	9,230.00	0.00	0.00
B&A CARE REVENUE	95,000.00	0.00	0.00	95,000.00	0.00	0.00
FIELD TRIP REVENUE	3,549.00	0.00	0.00	3,549.00	0.00	3,549.00
<b>Revenues</b>	<b>4,306,177.08</b>	<b>204,371.78</b>	<b>495,507.93</b>	<b>0.00</b>	<b>11.51</b>	<b>4,417,507.45</b>

Account	Budget	Period Activity	YTD Activity	Remaining Budget	% Used	EOY Projection
<b>Expenses</b>						
SALARIES AND BONUSES	2,618,942.00	208,278.81	397,971.55	2,220,970.45	15.20	2,528,857.54
BENEFITS	633,315.00	45,706.82	88,435.51	544,879.49	13.96	633,870.63
BOOKS AND SUPPLIES	67,355.00	40,367.06	40,858.83	26,496.17	60.66	100,576.47
TECHNOLOGY	69,460.00	14,287.06	20,919.22	48,540.78	30.12	77,635.78
NON-CAP EQUIPMENT & LEASES	19,050.00	1,018.00	2,036.00	17,014.00	10.69	19,050.00
CONTRACTED STUDENT SERVICES	80,000.00	5,594.00	5,594.00	74,406.00	6.99	80,000.00
FIELD TRIPS	11,899.00	0.00	0.00	11,899.00	0.00	11,899.00
STAFF DEVELOPMENT	9,000.00	0.00	0.00	9,000.00	0.00	9,000.00
ADMIN SERVICES	103,393.00	6,538.62	14,700.12	88,692.88	14.22	123,393.00
INSURANCES	37,595.00	20,266.00	20,266.00	17,329.00	53.91	37,595.00
FACILITIES	477,141.00	40,789.68	63,252.52	413,888.48	13.26	490,263.00
B&A CARE	41,025.00	0.00	0.00	41,025.00	0.00	0.00
CORONAVIRUS RELIEF FUND EXPENSES	0.11	8,463.33	8,578.78	(8,578.67)	7798890	39,996.00
VARIOUS GRANTS - NCACCESS	123,000.00	0.00	0.00	123,000.00	0.00	123,000.00
<b>Expenses</b>	<b>4,291,175.11</b>	<b>391,309.38</b>	<b>662,612.53</b>	<b>0.00</b>	<b>15.44</b>	<b>4,275,136.42</b>
<b>SURPLUS/(DEFICIT)</b>	<b>15,001.97</b>	<b>(186,937.60)</b>	<b>(167,104.60)</b>			<b>142,371.03</b>

3.22%



8/30/20 Account Balances	
Bank Account	8/30/20 Balance
The Exploris School Checking	1,184,801.20
The Exploris School Reserves	306,436.71
The Exploris School Foundation	550,455.46

# Cover Sheet

## Governance Committee (2019-2020) Board Evaluation Reports

**Section:** III. Committee Reports  
**Item:** A. Governance Committee (2019-2020) Board Evaluation Reports  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** 2020 Board Assessment Report.pdf  
FY19-20 Board Assessment.pdf

# FY19-20 Board Assessment

## Board Assessment Report

OPENED 5/6/2020

DIRECTOR  Ellie Schollmeyer

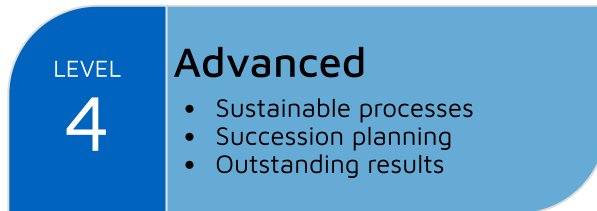
BOARD MEMBERS  Angelean Hendrix  Camesha Jones  Christine Hutchens

 Cori Greer-Banks  George Burnette  Katie Johnson





 Keely Byars-Nichols  Theo Kingsberry  Tom Miller

## Overall Score

Completed



### LEGEND

-  Average for all participating board members
-  One Director
-  One individual board member
-  Insufficient Data

# Summary

	Board	Director
Board Meetings	LEVEL 4	LEVEL 4
Board Structure	LEVEL 5	LEVEL 5
Board Composition	LEVEL 3	LEVEL 1
Board Recruitment	LEVEL 4	LEVEL 5
Board Goals & Accountability	LEVEL 3	LEVEL 1
Finance	LEVEL 5	LEVEL 5
Development	LEVEL 1	LEVEL 3
Academic Oversight	LEVEL 5	LEVEL 5
Director Support & Evaluation	LEVEL 5	LEVEL 4
BoardSavvy Director	LEVEL 4	LEVEL 5

# Detail

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Board Meetings				BOARD Director	
Board Structure					BOARD Director
Board Composition	Director		BOARD		
Board Recruitment			BOARD		Director
Board Goals & Accountability	Director		BOARD		
Finance					BOARD Director
Development	BOARD		Director		
Academic Oversight					BOARD Director
Director Support & Evaluation				Director	BOARD
BoardSavvy Director				BOARD	Director

# Board Meetings

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Yearly Meeting Plan				Director	BOARD
Board Meeting Agenda					BOARD Director
Board Meeting Materials					BOARD Director
Board Meeting Content		BOARD	Director		
Board Meeting Facilitation					BOARD Director
Board Meeting Minutes				BOARD	Director
Board Meeting Evaluation		BOARD			Director
Open Meeting Law Compliance	Director	BOARD			

# Board Structure

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Bylaws					BOARD Director
Job Descriptions				BOARD Director	
Officers					BOARD Director
Committees					BOARD Director

# Board Composition

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Board Size					BOARD Director
Previous Governance Experience	BOARD				Director
Skills and Expertise				BOARD	Director
Diversity		Director	BOARD		
Level of Objectivity	Director	BOARD			

# Board Recruitment

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Recruitment Plan			BOARD		Director
Recruitment Process			BOARD		Director
Board Recruitment Pipeline				BOARD	Director
Role of the Director in Board Recruitment					BOARD Director
Orientation	BOARD Director				

# Board Goals & Accountability

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Board Goals	Director		BOARD		
Accountability	Director		BOARD		



# Finance

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

Financial Oversight					BOARD Director
Financial Policies and Procedures	BOARD				Director
Financial Controls				BOARD	Director
Financial Reports					BOARD Director
Developing Realistic Budgets					BOARD Director
Board Education					BOARD Director
Annual Audit/990				BOARD	Director
Financial Compliance				BOARD	Director
Support of the Director					BOARD Director

# Development

LEVEL 1

LEVEL 2

LEVEL 3

LEVEL 4

LEVEL 5

Philosophical Alignment		BOARD			Director
Strategic Fund Development Plan	BOARD Director				
Accountability	BOARD	Director			
Board Training	BOARD Director				

# Academic Oversight

LEVEL 1

LEVEL 2

LEVEL 3

LEVEL 4

LEVEL 5

Clarity of Vision				BOARD	Director
Roadmap			BOARD		Director
Charter Obligations			BOARD		Director
Standardized Testing					BOARD Director
Comparative Data					BOARD Director
Board Education		Director			BOARD

# Director Support & Evaluation

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4

LEVEL  
5

	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Governance/Management					BOARD Director
Partnership with Director					BOARD Director
Director Evaluation					BOARD Director
Director Support	Director	BOARD			

# BoardSavvy Director

LEVEL  
1

LEVEL  
2

LEVEL  
3

LEVEL  
4





LEVEL  
5







Governance Knowledge		BOARD	Director		
Governance Prioritized				BOARD	Director
Board Education					BOARD Director
Setting Strategic Direction					BOARD Director
Communication					BOARD Director
Succession Planning	BOARD Director				








Generated on Sep 21, 2020 at 8:47 AM EDT by Tom Miller





[Board Assessments](#) > [FY19-20 Board Assessment](#) >

Recommendations








Recommendations		
Based on 10 of 10 completed participants		
Topic Area	Your Board Scored	Recommended Resources
<b>Board Composition</b> Previous Governance Experience		<a href="#">What skills are needed on a charter school board?</a>
<b>Board Recruitment</b> Orientation		<a href="#">Sample Orientation Plan</a>
<b>Finance</b> Financial Policies and Procedures		<a href="#">Board Staff Financial Contract</a> <a href="#">Finances Who Does What</a> <a href="#">Where can we find additional help with regards to finance?</a>
<b>Development</b> Strategic Fund Development Plan		<a href="#">Keep Your Donors: Building Profitable Relationships That Last</a> <a href="#">Fund Development: Basic Principles and Best Practice</a> <a href="#">Choosing Your Road: Organizational development specialist or just another fundraising technician?</a> <a href="#">Sample Job Description of a Chief Development Officer</a>

Topic Area	Your Board Scored	Recommended Resources
<p><b>Development</b> Accountability</p>		<p> <a href="#">Sample Board Member Agreement</a>  <a href="#">Sample Individual Trustee Performance Expectations</a>  <a href="#">Sample Guilt-Free Board Member Expectations</a>  <a href="#">Sample Job Description for the Full Board</a>                      How much time should a trustee devote to the board each month?  <a href="#">Keep Your Donors: Building Profitable Relationships That Last</a>                      How and when to evaluate individual trustees?                      How and when to evaluate the full board?  <a href="#">Sample Individual Trustee Appraisal</a>                      Should all trustees be held to the same standard?                      What are some tips for holding board members accountable?                      What should we do with board members who don't do anything?                 </p>
<p><b>Development</b> Board Training</p>		<p> <a href="#">Keep Your Donors: Building Profitable Relationships That Last</a> </p>
<p><b>BoardSavvy Director</b> Succession Planning</p>		<p> <a href="#">Succession Planning Article</a>  <a href="#">Key Characteristics &amp; Actions of a BoardSavvy Director</a> </p>
<p><b>Board Meetings</b> Board Meeting Content</p>		<p>                     Are there any other strategies for improving our board meetings?                      Should committees report at every full board meeting?                      Who should be presenting at board meetings?                      How can we make sure board meetings are strategic and not merely reactive?                 </p>
<p><b>Board Meetings</b> Board Meeting Evaluation</p>		<p>                     Should we evaluate our board meetings?  <a href="#">Board Meetings Observation Checklist</a> </p>
<p><b>Board Meetings</b> Open Meeting Law Compliance</p>		<p> <a href="#">Tips to Comply with the Open Meeting Law</a>                      What is "Open Meeting Law," and can we really be an effective board and comply with this law?  <a href="#">Open Meeting Law Pop Quiz</a> </p>

Topic Area	Your Board Scored	Recommended Resources
<p><b>Board Composition</b> Level of Objectivity</p>		<p>Board Composition Matrix</p> <p>Conducting an Inventory of Your Board</p> <p>Sample Nepotism Policy Clauses</p> <p>Should family members serve on the same board?</p> <p>Should parents of students currently enrolled in the school serve on the board?</p> <p>Should students serve on the board?</p> <p>Should teachers serve on the board?</p> <p>Should the Director be a voting member of the board?</p>
<p><b>Development</b> Philosophical Alignment</p>		<p>Riding the Horse the Way It's Going</p>
<p><b>Director Support &amp; Evaluation</b> Director Support</p>		<p>BoardOnTrack Support of Director: Conducting Mid-Year Check-ins</p> <p>BoardSavvy Director Defined</p>
<p><b>Board Composition</b> Diversity</p>		<p>What level of diversity should the board have?</p>
<p><b>Board Recruitment</b> Recruitment Plan</p>		<p>Board Composition Matrix</p> <p>Conducting an Inventory of Your Board</p>
<p><b>Board Recruitment</b> Recruitment Process</p>		<p>Sample Interview Points</p> <p>Board Composition and Expansion Policy Sample</p> <p>Sample Board Candidate Interview Questions</p> <p>Sample Nominating Policy</p> <p>Sample Candidate Ranking Sheet</p> <p>How much time should a trustee devote to the board each month?</p> <p>Should we have a trial period for board candidates?</p>
<p><b>Board Goals &amp; Accountability</b> Board Goals</p>		<p>How important is committee work between meetings?</p> <p>How often should committees meet?</p> <p>What is a board committee supposed to do?</p>

Topic Area	Your Board Scored	Recommended Resources
<p><b>Board Goals &amp; Accountability</b>                      Accountability</p>		<p> <a href="#">Sample Board Member Agreement</a>  <a href="#">Sample Individual Trustee Performance Expectations</a>  <a href="#">Sample Guilt-Free Board Member Expectations</a>  <a href="#">Sample Job Description for the Full Board</a>  <a href="#">How much time should a trustee devote to the board each month?</a>  <a href="#">Keep Your Donors: Building Profitable Relationships That Last</a>  <a href="#">How and when to evaluate individual trustees?</a>  <a href="#">How and when to evaluate the full board?</a>  <a href="#">Sample Individual Trustee Appraisal</a>  <a href="#">Should all trustees be held to the same standard?</a>  <a href="#">What are some tips for holding board members accountable?</a>  <a href="#">What should we do with board members who don't do anything?</a> </p>
<p><b>Academic Oversight</b>                      Roadmap</p>		<p> <a href="#">How do we create a definition of academic excellence for our organization?</a>  <a href="#">Role of the Academic Excellence Committee</a>  <a href="#">How do we create an "Academic Excellence Road Map"?</a>  <a href="#">Sample State of the School Chart</a> </p>
<p><b>Academic Oversight</b>                      Charter Obligations</p>		<p> <a href="#">How do we create a definition of academic excellence for our organization?</a>  <a href="#">Role of the Academic Excellence Committee</a>  <a href="#">How do we create an "Academic Excellence Road Map"?</a>  <a href="#">Sample Charter Promises Document</a> </p>
<p><b>Board Meetings</b>                      Board Meeting Minutes</p>		<p> <a href="#">What should good minutes look like?</a>  <a href="#">What should committee minutes look like?</a>  <a href="#">How do we make sure our minutes comply with open meeting law requirements?</a>  <a href="#">Do committees need to take meeting minutes?</a>  <a href="#">Who should take the minutes?</a> </p>



Topic Area	Your Board Scored	Recommended Resources
<p><b>Board Structure</b> Job Descriptions</p>		<p>Sample Board Member Agreement                      Sample Individual Trustee Performance Expectations                      Sample Guilt-Free Board Member Expectations                      Sample Job Description for the Full Board                      What are the key elements of a "Trustee Job Description?"</p>
<p><b>Board Composition</b> Skills and Expertise</p>		<p>What skills are needed on a charter school board?                      Board Composition Matrix                      Conducting an Inventory of Your Board</p>
<p><b>Board Recruitment</b> Board Recruitment Pipeline</p>		<p>What should the process be to nominating non board members to committees?                      Is it a good idea to have non-board members serve on committees?</p>
<p><b>Finance</b> Financial Controls</p>		<p>Board Staff Financial Contract                      Finances Who Does What                      Where can we find additional help with regards to finance?</p>
<p><b>Finance</b> Annual Audit/990</p>		<p>Board Staff Financial Contract</p>
<p><b>Finance</b> Financial Compliance</p>		<p>Board Staff Financial Contract</p>
<p><b>Academic Oversight</b> Clarity of Vision</p>		<p>How do we create a definition of academic excellence for our organization?                      Role of the Academic Excellence Committee                      Sample Culture Rubric                      Sample Instructional Rubric                      Sample Leadership Rubric</p>

[Show Answer key](#)

**We also recommend that your board should:**

- Frequently review the members only [Governance and Training Resources](#)
- Attend exclusive [training events in your area](#)

# Cover Sheet

## Board Development

**Section:** IV. Other Business  
**Item:** A. Board Development  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** ILT Supplemental Compensation Write-up.docx

- The Board strongly believes in Exploris' mission as a diverse learning community that engages students in a challenging, relevant, and relationship-based education.
- An important component to enabling this mission is having the financial strength and reserves to weather challenging external conditions. This allows the school to provide its staff with employment continuity and its students and stakeholders with additional resources such as supplementary food and technology needs in challenging times. No staff member should have to worry about their income if they are doing their best work and no student should have to worry about food or technology as a barrier to learning.
- To this end, the Board strongly encourages staff innovation and efficiency. These goals i) enable staff to bring more creativity and commitment to the workplace and ii) allow the school to reduce the cost of operating expenditures in order to devote more resources into Exploris' core mission.
- During the Executive Director leadership transition period, several staff members were elected by Exploris staff to serve on an Interim Leadership Team in order to provide continuity for the school. The Board and the Interim Leadership Team agreed that the Interim Leadership Team construct would provide an opportunity to assess the viability of a possible new operating model with less hierarchy and greater transparency. While the Board did not commit to this model in perpetuity, it was interested in evaluating its impact on the school at least through the summer and fall.
- At the time that the Interim Leadership Team construct was created, there was no discussion of compensation. However, over time, the Board recognized the significant level of time commitment that was required of the members of the Interim Leadership Team and elected to consider supplemental compensation.
- This supplemental compensation is funded through the savings created from the vacant Executive Director position. However, in the interest of supplementing the school's financial reserve (to invest more in the school's mission), the Board is only using a portion of the savings from the vacancy as a compensation supplement for a portion of 2020.