

ED Report – May 22, 2018

Academic Update

The first International Exchange Night was held on 5/15/18 to share information about the Japan and Germany Exchange programs with students and families. Teachers and students shared a video, photos, and discussed the transformative education and cultural experience of participating in the program. The event was very well attended by students and families. Applications are now being accepted for next year.

mClass and MAP testing has been underway. Students and teachers are also preparing for EOGs which are fast approaching. End of year portfolio conferences and passage portfolios are also being planned to demonstrate student growth and achievement.

Reading Camp will be offered for students that need support to meet reading level goals. We anticipate having 6 – 10, 1st and 2nd grade students that may qualify for the program. The school has been funded \$11,500 in PRC 16 which will be split between this year and next year to support the reading camp. 100% of our 3rd Graders have met the Read to Achieve levels.

The EC Department has also identified 3 students that may or have qualified for Extended School Year. Additionally, one EC student is currently on home instruction. A preliminary budget as developed and estimate costs for these initiatives is \$1,000.

Personnel and Staffing

Board approval is requested for the following new personnel:

Adele Agbaw – Elementary Teacher

Robert Tant – Elementary Teacher

Final candidates are under consideration for the EC position. Interviews are still being conducted for two open Elementary positions and the new Global Arts position.

The part-time position for Development Officer has been eliminated since only the new incoming Exploris families will be potential donors to our internal capital campaign. Existing families have already made a two-year commitment. A recommendation will be brought to the Foundation Board to fund a stipend for a teacher to chair the fundraising with the support of parent volunteers.

Operations:

The new lease was signed for the elementary property with Gordon Smith, The Wood Pile, LLC to extend the lease for a 1-year term ending August 31, 2019. Monthly rate increased \$150. He will continue to work with us on lease extensions while we monitor the timing of our new facility. Bob, Gordon, and Ellie will be meeting again in July to discuss updates and timing.

Fire Drills:

Elementary drill is scheduled for 5/21 and Middle campus drill is scheduled for 5/22.

Insurance Audit:

Wright Insurance conducted an audit of our two campuses and issued a report of recommendations to improve security and safety. We are in the process of assessing each recommendation and will provide a written response within the 30-day timeline. Many of the items were already in process as part of our own review of security needs. The report is attached for your reference.

Security Update:

Quotes were obtained from Sonitrol (current security company) and compared with multiple cloud-based systems. Working with the Raleigh Police Department, our security vendor, and insurance company audit we have determined that we need to add security features including: cameras, upgraded access control for the ES & MS, Intrusion Detection & Video Intercom MS to improve safety and security on both campuses. The quantity and location of cameras are outlined in the tables below. Additionally, the cameras purchased would be able to be moved to our new facility (estimated at \$5,990).

<u>Elementary Internal Cameras</u>	<u>Elementary External Cameras</u>
4-5 A	4-5 Entrance
4-5 B	Rear Entrance
K-3	K-3 Entrance

<u>Middle Internal Cameras</u>	<u>Middle External Cameras</u>
Media Center/Main	Rear
1st Hallway	Front
1st Bathrooms/Stairs	Lanai
2nd Barhtoom/Stairs	
2nd Hallway	

Board approval requested for:

Board approval is requested to purchase the upgraded security package from Sonitrol for \$12,006 for equipment and installation. An incremental \$200 per month monitoring fee will also be charged.

Board approval is also requested to add 39 locks to classroom doors throughout both campuses to protect students and staff in an emergency and to comply with minimum expectations for lockdown drill procedures. Cost of locks and installation using Busse’s Lock Service - \$5,175.

The PTO has generously offered to donate \$10,000 to support the school with security initiatives so the net cost to the school would be \$7,175.

For Board Review and Discussion:

Telephone/Speaker/Intercom System

Three options were explored to provide telephones, speaker systems, and an intercom system throughout both buildings on campus. This would allow two-way communication and announcements over an intercom system for emergencies. Jive, Digital Phone, and North Carolina Sound (SFL&A vendor) were the three vendors evaluated by our Instructional Technology Specialist. Jive and Digital Phone options would require a separate installation package and may not be transferrable to the new building. North Carolina Sound provided installation and are the recommended partner for the new building. The total cost for the system is \$50,154. It is estimated that \$32,736 of that will be equipment that can be migrated to our new facility. Monthly telephone services fees would also apply to the new lines installed.

We are currently using Walkie Talkies and The One Call Emergency Alert system for our notification. Although this is not an ideal situation it has met our needs this year. We also have cell phone communication as an additional back up. Board input is requested to ascertain whether reserve funds would be allocated for this proposal and if this should be pursued further.

Enrollment Data - ADM

	ADM
K	28
1	31
2	31
3	30
4	42
5	42
6	73
7	74
8	68
Total	419

Finance:

Elementary Renovations are scheduled to begin on June 13, 2017 and be completed by the beginning of July. The developer has connected us with their new recommended furniture company and they will be donating furniture to set up a demo classroom. I have set up a design team with teachers to select the furniture. Working with developer to secure the donation of flooring as well. A Donor's Choose funder will provide a large screen TV and chromecast for projection in the classroom.

The Finance committee has worked with Charter Success to analyze our monthly budget variance reports and project the latest for end of year activity. Legal fees continue to exceed the initial budget and have been projected to be at \$24,000 by the end of the year. We have updated all accounts with the latest projections and anticipate an end of year surplus even with the increase in legal expenses. Freezing further incremental expenditures we are projecting a budget surplus of \$59,723. This surplus is largely due to the fact that staff have not fully subscribed to the retirement benefit(3% match) and this was fully funded for budget purposes. At this time, we have YTD expenses of \$30,037 for retirement and had projected \$67,463.47. We have also improved the billing and tracking system for our Before and After Care program and are anticipating higher revenues than projected. To date we have collected \$76,199 and project to end the year at approximately \$90,000 which is an additional \$13,295 in anticipated revenue.

Board approval is requested to utilize \$31,655 (\$19,305 ES Renovation + \$12,350 security) of the surplus to fund the elementary renovation and the security upgrades freeing up next year's operating budget.

Board discussion is requested to get input on plans for any remaining surplus at the end of the 2017-2018 school year.

The balance sheet and income statement along with the YTD budget are attached for your review.

Any additional legal expenses incurred from complaints will be funded from reserves as previously approved by the Board.

2018-2019 Budget Draft

Cory Draughan of Charter Success will present our budget projection for 2018 -2019 with the Finance Committee.

State Revenues were projected at the 17-18 level and only increased due to our increase in student enrollment from 420 to 460 students. Salary and benefits are estimated to be 79% of the total revenue which is the same as last year and includes salary increases for staff using the 2017-2018 state salary guide and Exploris supplement guide. Our renewal rate for medical is

5.4% lower than our current rate, but dental, vision, life insurance, and short-term disability rates increased 3.3%, 4%, 11%, and 25.8% respectively.

Insurance costs have also increased from \$28,450 to \$32,611 for liability, excess coverage, and workers compensation. Part of these increases are a result of a review and update to our total payroll exposure to reflect all new staff and students.

CASM grant money was received in prior years and utilized for school operating funds and rolled into the school reserves. The grant recipient has elected to rollover \$13,664.38 in CASM funds for professional development to the 2018-2019 school year. A fund balance transfer will be required from the school reserve account. The CASM grant recipient will also be receiving her final grant stipend of \$25,000 from CASM/BWF and the check will flow through the school operating budget in the 2018-2019 school year.

Other instructional and operational expenses were adjusted to account for the increase in student enrollment. The net surplus is currently projected to be \$16,651.47. The final budget will be presented at the June meeting for approval.

Board Discussion and Approval (Technology and PTO):

Technology is needed in both the elementary school and middle school to increase student access to chromebooks and Ipads. It is difficult to complete many online testing programs because of a lack of equipment. Teachers and students need upgraded access to technology to improve their skill set and digital competency. Our goal is to create a unified technology plan combining a bring your own device and school provided equipment to increase access to technology and personalized learning for all students.

Board approval is requested to transfer funds from the school reserve account to purchase additional chromebooks and Ipads to provide adequate access to technology resources to foster student achievement and improve student outcomes. Estimated costs to consider are below:

<u>20-Cart</u>	<u>Price</u>	<u>Quantity</u>	<u>Total</u>
<i>Cart</i>	\$415.00	1	\$415.00
<i>Chromebooks</i>	\$243.55	20	\$4,871.00
<i>Chromebook Licenses</i>	\$30.00	20	\$600.00
<i>Total</i>			\$5,886.00
30-Cart			
<u>30-Cart</u>	<u>Price</u>	<u>Quantity</u>	<u>Total</u>
<i>Cart</i>	\$415.00	1	\$415.00
<i>Chromebooks</i>	\$243.55	30	\$7,306.50
<i>Chromebook Licenses</i>	\$30.00	30	\$900.00

Total			\$8,621.50

A grant was submitted to help us improve the Digital Learning Competencies of educators to equip students to become effective digital citizens by 1) creating a positive digital school culture and 2) skillfully utilizing Google tools to support digital literacy and personalized learning. Statement of Need: Currently, our school is in the early or developing ranges on the NC Digital Learning Progress Rubric. These levels, coupled with results from the 2016 Teacher Working Conditions, indicate a strong need for professional development and an increased focus on digital learning. Limited resources have led to a piecemeal approach to technology that has been driven by teacher interest, needs of particular students, and sporadic funding sources. Recent teacher and parent feedback indicate a desire and readiness to begin a more systematic approach. Most repeated requests occur around the need to support positive digital citizenship, bolster digital literacy skills, and provide more options for personalized learning. This grant will serve as a catalyst for us to intentionally focus on alignment of digital learning with the vision, goals, and strategies used to proliferate high quality instruction at The Exploris School.

The PTO Board has requested that the School Board continues to fund their budget for the 2018-2019 school year. Their budget was added into the first draft of the 18-19 school budget.

Capital Campaign/ Foundation

Input from the Board is needed to recommend a replacement for The School Foundation Chair position since Cal Cunningham will be finishing up in June.

77 % of all Exploris families have contributed to the capital campaign.

Total Pledged	\$293,739.84
Total Collected	\$167,229.02
Rollover "Savings"	\$304,705.68
Total Amount	\$598,445.52
Remaining to \$1M Goal	\$401,554.48