



## The Exploris School

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday July 24, 2018 at 4:30 PM

**Location**

The Exploris School - Middle School

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**Directors Present**

B. Kingery, C. Hutchens, C. Jones, J. Frawley, K. Byars-Nichols, K. Furr, K. Johnson, K. Von Weihe, M. Mitchell-Neal, T. Kingsberry, T. Miller

**Directors Absent**

G. Burnette, L. Perry-Lawless

**Directors who arrived after the meeting opened**

K. Byars-Nichols

**Guests Present**

D. Deaton

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**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

T. Miller called a meeting of the board of directors of The Exploris School to order on Tuesday Jul 24, 2018 at 4:33 PM.

### **C. Approve Minutes**

B. Kingery made a motion to approve minutes from the Board Meeting on 06-19-18 Board Meeting on 06-19-18.

C. Jones seconded the motion.

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

## **II. Governance Development**

### **A. Why are we here?**

Welcome new board members:

- Theo Kingsberry
- Katie Johnson
- George Burnette (absent tonight)
- Kimberly Harris (Tammie Guyer is attending for Kimberly tonight): PTO

Each board member took 60 seconds to share WHY they are a member, their roles here at Exploris and what they would like to see one year from today.

K. Byars-Nichols arrived.

D. Deaton arrived.

### **B. Board Culture Discussion**

Tom reminded everyone that The Exploris School lives by its values. As leaders in the organization it is our responsibility to know them, understand them and live them as representatives of The Exploris School. It is important to understand which each Core Value looks like, sounds like and feels like during our meetings. As a reminder, our core values are: curiosity, reflection, craftsmanship, engagement, collaboration, relationships, connections to nature, social empowerment, innovation and balance. Tom divided board members into groups of 2 or 3 to discuss what the values mean to them.

Tom urged us to think about these two sets of questions:

1. What will parents see in this school 5 years from now? Do you know what your role is and how to fulfill it?
2. Who in your network can you recruit to replace you? What is your succession plan?

## **III. Board Committees**

### **A. Purpose, Goals and Schedule**

Each board committee will provide a short synopsis of the charge of their committee for the 2018-2019 year, announce their schedule and recruit members.

- Camesha Jones: Governance
- Keely Byars-Nichols: Educational Excellence
- Christine Hutchens: Finance
- Kim Von Weihe: Development
- Bob Kingery: Facilities
- Jessica Frawley: Grievance

## **B. Board on Track Training**

Keely announced that Board on Track training will be REQUIRED of all committee chairs and is optional, but encouraged, for all board members (as we are all expected to be ready to chair committees if needed). Keely will facilitate training. Details TBA.

## **IV. Executive Director Report**

### **A. Academic/ Personnel / Operations**

ACADEMIC: EOG Comparative Summary and preliminary results for 2018 were provided for Board review. The data will be discussed with staff at the opening of school so that improvement goals can be developed.

#### **PERSONNEL:**

- Recommend that the Board accept the resignation of Instructional Technology Specialist, Chris Blacker, effective 6/19/18.
- Recommend that the Board accept the resignation of Marg Rush elementary Music Teacher.
- Recommend that the Board approve the use of Joyner Consulting for IT. Services to ensure continuity of IT Services and evaluate the cost / benefits of utilizing an IT consultant in lieu of hiring an IT employee.

Recommend that the Board approves the following new hires:

- Michele Butterworth – EC Teaching Partner – Elementary
- Ashley Moser – 1st Grade Teacher

Teacher Working Conditions Survey attached for review. The survey results will be reviewed with all staff at the opening of school so that team goals for improvement can be created.

OPERATIONS: Board Approval is requested for the 2018-2019 Personnel Handbook and Parent / Student Handbook. Renovations, security, and enrollment update provided in packet for Board reference. Elementary School will be piloting a new lunch program with

Spicy Green Gourmet, managed by school administration. Middle School will continue to use My Hot Lunch Box, managed by the PTO.

K. Byars-Nichols made a motion to approve proposed personnel changes.

K. Furr seconded the motion.

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

K. Byars-Nichols made a motion to approve 1) Parent/Student Handbook and 2) Personnel Handbook revisions as proposed.

T. Kingsberry seconded the motion.

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

The board asked Ellie to check with our lawyer to see if we should have Handbooks vetted by a lawyer in the future.

## **V. Finance**

### **A. Finance Update**

#### **2017-2018**

The Finance committee has worked with Charter Success to analyze our monthly budget variance reports and project the latest for end of year activity. There are June bills that have come in during July and still need to be finalized in the end of year accounting. At this time, the 2017-2018 end of year surplus is estimated to be \$56,669.70. The balance sheet and income statement along with the YTD budget are attached for your review.

#### **2018-2019**

Budget impact The Wake County 2018-2019 per pupil state rate is \$5,233.73, which is a 3.23% increase over the 17-18 rate. Revenue projections were flat in the 18-19 budget and did not include this increase.

#### **Capital Campaign/ Foundation**

Input from the Board is needed to recommend a replacement for The School Foundation Chair position since Cal Cunningham completed his tenure in June. Final statistics revealed that 83 % of all Exploris families have contributed to the capital campaign. Foundation Account Balance as of 6/30/18: \$477,226.63. Parent contribution rate is 83%. We still need a school appointed person.

## **VI. Governance**

### **A. Policy Updates (Conflict of Interest and Nepotism)**

The current Nepotism Policy and Conflict of Interest do not meet the state policies. The governance committee drafted revised policies in order to meet state guidelines.

Keely moved to approve the revised **nepotism** policy, as proposed. Theo seconded.

Motion passed unanimously.

Camesha moved to approve the revised **conflict of interest** policy, as proposed. Kelly seconded. Motion passed unanimously.

## VII. Educational Excellence

### A. Revised Priority Lottery Proposal

K. Byars-Nichols made a motion to approve the revised policy as proposed with the following amendment: three day wait period to accept after school begins to 24 HOURS.

K. Furr seconded the motion.

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

The revisions were made as a result of suggestions from Office of Charter school review of our proposal. It will be re-submitted to OCS as revised. According to OCS, we are still on track for adoption of the new policy by October.

## VIII. Closing Items

### A. Adjourn Meeting

Ellie will update up on the Strategic Plan and upcoming needed revisions in August.

Also in August:

- We will also discuss the Center for Innovation and Learning.
- Recommendation for the Foundation Board.
- A possible update on Lottery Policy and next meeting (as a board member may need to attend at the advisory board).

B. Kingery made a motion to adjourn the meeting.

K. Furr seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

K. Byars-Nichols