

APPROVED



## The Exploris School

# Minutes

## Annual Retreat

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### Date and Time

Tuesday January 28, 2020 at 4:30 PM

### Location

NC State Hunt Library Conference Room - Duke Energy Hall C & D

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### Directors Present

C. Hutchens, C. Jones, D. Deaton (remote), E. Schollmeyer, G. Burnette, J. Korreck, K. Byars-Nichols, K. Johnson, T. Kingsberry, T. Miller (remote)

### Directors Absent

C. Greer-Banks

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### I. Opening Items

#### A. Call the Meeting to Order

#### B. Record Attendance and Guests

#### C. Approve Minutes from last board meeting

G. Burnette made a motion to approve the minutes from Board Meeting on 12-17-19.

C. Hutchens seconded the motion.

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

C. Jones made a motion to revise agenda to remove closed session.

J. Korreck seconded the motion.

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

#### **D. Public Comment**

No visitors were present.

### **II. Executive Director Report**

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

T. Kingsberry made a motion to approve two personnel changes, as presented in the ED report.

K. Johnson seconded the motion.

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

Operations Updates:

- Annual Performance Framework - Exploris fully compliant in all categories for the 2018-2019 school year
- Insurance Audit Finding - Background Checks for Volunteers

C. Hutchens made a motion to approve the 2020-2021 school year calendar.

T. Kingsberry seconded the motion.

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

#### **B. Finance**

2019-2020 Budget Update:

The Finance committee met to review the year to date revenue updates, expenditures, and project future impacts. The budget was updated to reflect the budget amendments approved at last month's board meeting. Based on YTD activity, we are projecting an end of year surplus of \$234,440.41. The balance sheet, and income statement along with the YTD budget report are part of the board packet.

2020-2021 Budget Process

- Staff Input Sessions
- Community Input Session
- Draft Budget in March
- Budget Presented to Board in April
- Budget Approved in May

#### **C. Facilities**

K. Byars-Nichols made a motion to engage Tri-Properties in a search for suitable options for our new building location.

T. Kingsberry seconded the motion.

There is no cost until a suitable property is found. A survey was distributed to staff related to the school search.

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

### III. Board Retreat

#### A. Board Growth/New Members

T. Miller made a motion to add the four board members proposed by the Governance committee, to begin at our next board meeting to serve a full three year term.

T. Kingsberry seconded the motion.

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

#### B. Vignette Activity

Tom Miller and Lisa Stella Gordon led the group in a vignette reading/discussion activity to deepen board understanding of board members' roles and responsibilities.

#### C. Board Training

Upon the board's request, Tina Bennefield from NCSU's Industry Expansion Solutions (IES), presented a proposal to the board to help strengthen our school's climate and culture. The board and school leadership will continue this work with Tina in the coming months.

G. Burnette made a motion to partner with IES and their proposed plan, as presented.

T. Miller seconded the motion.

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

### IV. Closing Items

#### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:51 PM.

Respectfully Submitted,

K. Byars-Nichols

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### Documents used during the meeting

- 2018-2019 Performance Framework.pdf
- Exploris School Open House Jan26-2020Poster FINAL.jpg
- 2020-2021 Calendar Final for Board.pdf
- ExplorisTourFlyer January 26, 2020.pdf

- ED Report.pdf
- 03. Board Report 2019.12 Exploris.pdf
- 05. Income Statement 2019.12 Exploris.pdf
- 06. Balance Sheet 2019.12 Exploris.pdf
- TPI Engagment Letter - Exploris School - 191206.docx
- Tri Properties Overview w Exploris.pdf
- CORPORATE SERVICES BROCHURE.pdf