



Eno River Academy

April Board Meeting

Published on April 14, 2026 at 11:18 AM EDT

Amended on April 28, 2026 at 1:50 PM EDT

Date and Time

Tuesday April 28, 2026 at 5:30 PM EDT

Location

HS Conf Room

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
Opening Items			
A. Record Attendance and Guests		Trish Blackmon	1 m
B. Call the Meeting to Order		David Nagel	1 m
Reading of Mission Statement			
Eno River Academy will nurture a community of academic and artistic distinction, as it enriches each student's cultural literacy.			
C. Approve March 2026 Regular Board Meeting Minutes	Approve Minutes	David Nagel	1 m

	Purpose	Presenter	Time
D.	Reading of Conflict of Interest and Ethics Statement	David Nagel	1 m
	<p>"ERA By-laws require any member to recuse herself or himself from voting on any matter before the Board which would confer a financial benefit on the member. At this time, the Chair requests that If any Board member knows of a conflict of interest, appearance of a conflict, or possible financial benefit with respect to matters before the board, please so state at this time."</p>		
E.	Monthly Agenda Review	Vote	David Nagel
	<p>Review and solicit any recommended revisions to the meeting agenda before seeking approval</p>		
II.	Public Comment Period		5:36 PM
A.	Public comments in accordance with the ERA Public Comment Policy	FYI	Jeremy Greene
	<p>The Eno River Academy Board of Directors encourages community involvement and welcomes public comment during open board meetings. In order to provide an opportunity for input while conducting an efficient meeting, individuals and group may provide comments in accordance with the following policy.</p> <p>Members of the public wishing to speak during the public comment period should fill out the Public Comment Form, including their full name and general nature of their comments, prior to the start of the Board Meeting in which they wish to speak. Comments must be related to legitimate school business. The Presiding Officer or his/her designee will recognize the public member(s) to speak during the scheduled public comment period (usually held near beginning of the board meeting) in the order in which they had completed their request to speak on the Public Comment Form. In order to allow as many individuals as possible to speak and to ensure the Board of Directors have appropriate time to address all agenda items, individuals will be allowed a total of up to three (3) minutes to speak about their identified topic. No individual may transfer any remaining time to another individual that is also signed up to speak. A total of up to fifteen (15) minutes will be provided for individuals to speak and no person may speak more than once during the public comment portion of the agenda. The Board reserves the right to modify the time for public comment at any open board meeting.</p>		

	Purpose	Presenter	Time
<p>If a public member requests an extended discussion, it will be at the discretion of the Presiding Officer as to whether to grant further public comment and how much time is allotted.</p>			

For the indefinite future while board meetings are conducted online, the School's Public Comment Policy shall be adapted to allow public comments to be made by email (preferred) before the meeting in adherence with the process and timeframe provided before each meeting or by verbal participation during the public comment period after recognition by the presiding board officer.

Public comments provided by submission of email communication shall be sent to the board Secretary, subject to any additional procedures established by the Administration. Such email comments will be available for board member review.

Comments must conform to the Policy's general requirements regarding courtesy and respect; failure to abide by these requirements may preclude acceptance or require redaction of non-permissible content, to the extent legally permissible.

All speakers should be courteous in language and demeanor, respectful and present themselves in a professional manner during their allotted time. Speakers should not speak about any individual student, teacher, staff member or board member by name and may not engage in any personal attacks. Any speaker who does not abide by this policy and creates disorder will be asked to leave the meeting. Under North Carolina law (General Statue, N.C.G.S. § 143-318.17), there can be legal consequences for individuals who do not adhere to public meeting protocol. *“A person who willfully interrupts, disturbs, or disrupts an official meeting and who, upon being directed to leave the meeting by the presiding officer, willfully refuses to leave the meeting is guilty of a Class 2 misdemeanor.”* (1979, c.655, s.1; 1993, c.539, s.1028; 1994, Ex. Sess., c.24, s.14(c).) *Adopted April 16, 2013.*

III. Key Business			5:46 PM
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A. Charter amendments	Vote	Lindsey Sealy	10 m
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As part of the charter renewal process, ERA received the following required action:
 "Continue to work with the Office of Charter Schools to gain approval for amendments to your original charter application for the following items: Mission Statement, School Calendar, and Lunch Program."

B. New job descriptions	Vote	Lindsey Sealy	10 m
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Part-time Director of Communications
 Accountability and Growth Coordinator

	Purpose	Presenter	Time
<p>C. School Goal #4 update: Strengthen Community & Strategic Partnerships</p> <p>Goal 4: By the end of the 2025–2026 school year:</p> <ol style="list-style-type: none"> 1. Strengthen the PTO by increasing active membership, expanding family engagement events, and implementing a yearlong staff appreciation plan. 2. Raise at least \$85,000 through internal and external fundraising, with at least 60% from donors outside the school community. 3. Establish STREAM-aligned strategic partnerships by developing relationships with at least three local organizations and launching one collaborative community project per semester (e.g., internships, real-world STREAM learning opportunities) 4. Strengthen board engagement by supporting active committee work and encouraging family participation in board committees and meetings to foster transparency and shared leadership. 	Discuss	Lindsey Sealy	10 m
<p>D. June Retreat</p> <p>A draft proposal will be shared for a June board retreat with likely topics including:</p> <ul style="list-style-type: none"> • Newly appointed members attend • Set school expansion priorities • Targeted training • Draft committee and school goals 	Discuss	David Nagel	15 m
<p>E. Near-term facility enhancement needs</p>	Discuss	Lindsey Sealy	10 m
IV. Committee Updates			6:41 PM
A. Fundraising Committee Update	FYI	Trish Blackmon	5 m
B. Academic Committee Update	FYI	Pamela Norcross	5 m
C. Finance Committee Update	FYI	Adam Haber	5 m
D. Governance Committee Update	FYI	Elliot Clark	5 m
V. Administration Announcements and Updates			7:01 PM
A. Monthly Administration Update	FYI	Kristin Martin	5 m
General school updates not already covered in other topics			

	Purpose	Presenter	Time
VI. Closing Items			7:06 PM
A. Closed Session	Discuss	David Nagel	
Closed session is anticipated.			
Closed Session § 143-318.11. (a) 5&6			
A closed session may be called in order to discuss items which warrant confidentiality. <i>The Board may, at its discretion, move into closed session to discuss items which warrant confidentiality pursuant to Article 33C, Section § 143-318.11. (a) 5&6 of the North Carolina General Statutes.</i>			
B. Contract renewals	Vote	Lindsey Sealy	5 m
Per the hiring policy, board will review and vote upon the slate of contract renewals for 2026-27 school year. Inputs will include an AC and FC reviewed table with each individual that is being hired with pertinent information: position, salary, years of experience, teaching credentials, any other relevant hiring information			
C. Year-end bonuses	Vote	Lindsey Sealy	10 m
D. Adjourn Meeting	Vote	David Nagel	1 m

Coversheet

Approve March 2026 Regular Board Meeting Minutes

Section: I. Opening Items
Item: C. Approve March 2026 Regular Board Meeting Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for March Board Meeting on March 24, 2026



Eno River Academy

Minutes

March Board Meeting

Date and Time

Tuesday March 24, 2026 at 5:30 PM

Location

HS Conf Room

Directors Present

Adam Haber, David Nagel, Elliot Clark (remote), Jeremy Greene, Margaret Barr, Pamela Norcross, Trish Blackmon

Directors Absent

None

Directors who left before the meeting adjourned

Margaret Barr

Guests Present

Caleb Osborne - Visitor, Kristin Martin, Lindsey Sealy, Michael Brown (remote)

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

David Nagel called a meeting of the board of directors of Eno River Academy to order on Tuesday Mar 24, 2026 at 5:31 PM.

C. Approve February 2026 Regular Board Meeting Minutes

David Nagel made a motion to approve the minutes from February Board Meeting on 02-24-26.

Margaret Barr seconded the motion.

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

D. Reading of Conflict of Interest and Ethics Statement

David Nagel read the conflict of interest and ethics statement - no conflicts brought forward.

E. Monthly Agenda Review

David Nagel made a motion to accept the agenda as stated.

Margaret Barr seconded the motion.

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

II. Public Comment Period

A. Public comments in accordance with the ERA Public Comment Policy

Jeremy Greene stated that there were no public comments received via email. Public comment was then opened to online guests. There were no additional public comments noted.

III. Key Business

A. Reporting Class Rank

Pamela Harkey and Josh Schaffer, ERA Guidance Counselors, presented a proposal to no longer report on or make student class rank available. Rationales presented included that class rank provides *no substantial benefit* to the majority of students, but causes a large amount of stress to many of our students as they apply personal value to their class rank. Further, the ranking system is not as clear as it once was, creating loopholes for students to manipulate their class rank. They went on to share what they are seeing at ERA:

- Class rank has become a source of obsession.
- Career & College Promise (CCP) has become a way to “game” your GPA, rather than an opportunity to grow and learn. CCP is North Carolina’s dual enrollment program for high school students. This program allows eligible NC high school

students to enroll in college classes at North Carolina community colleges and universities through their high school.

- It causes issues between students who are ALL doing well and taking hard classes (wishing bad grades upon your peers and even friends).
- It harms other programs, like arts, because students believe taking standard-level classes is detrimental to their GPA goal.

From a process perspective, weighted and unweighted GPAs would still be visible, class rank would no longer be visible on the transcript. It was noted that this is becoming the norm and many area schools have eliminated class rank such as the North Carolina School of Science and Math. They proposed utilizing another way of highlighting student academic achievements similar to colleges/universities based on the Latin Honors System of Cum Laude, Magna Cum Laude, Summa Cum Laude resulting in more students being recognized. From a college perspective, it would be noted on student's transcripts that their school did not provide class rankings but their academic record reflects their hard work and achievements.

It is noted that Board approval is not required nor requested but with Board support, a policy statement would be drafted and included in the student and parent handbook for the 2026-27 school year. The handbook would then require Board approval at that time. Following questions and discussion, there were no negative responses from Board Members.

B. School Goal #3 update: Launch STREAM Instructional Model

Lindsey Sealy provided an update on School Goal #3: Launch STREAM Instructional Model.

1. Finalize and communicate Core Values and schoolwide STREAM instructional expectations.
2. Create and pilot *STREAM lesson templates*, walkthrough tools, and data trackers across all grade bands. (*Walkthrough tool and data trackers have started, but no lesson plan templates.*)
3. Introduce strategic elements to staff via targeted summer and fall Professional Development (PD) focused on inquiry, integration, and real-world application. (*This is taking longer than expected, and we have spent the majority of this year planning this with fidelity for next school year.*)
4. Host at least one STREAM Family Info Night and student showcase.
5. Audit and update job descriptions and interview questions to align with STREAM competencies.
6. Launch schoolwide STREAM visibility practices (e.g., inquiry walls, reflection boards, lab spaces). (*Q4 Focus*)

7. Conduct facilities and equipment audit and develop a future-facing STREAM space vision.
8. Establish internal tracking of STREAM progress through PD feedback and pilot classroom data. *(Unable to do this until we have completed number #3.)*

C. School Expansion

Lindsey Sealy reported that working with her team, big ideas were collected from workstreams and a draft priority of ideas and timeline developed for presentation for Board review and discussion. There were many questions and it was determined that a separate meeting of the Board should be held to specifically look at each option and recommendation. Mrs. Sealy will work with D. Nagel to arrange.

D. 2026-27 School Budget

Lindsey Sealy reviewed the proposed budget for the 2026-2027 school year.

FY27 Budget Summary

- Total Revenue: ~\$11.6M
 - Based on ADM of 850
- Total Expenses: ~\$11.56M
 - Increase by 4 FT staff and 1 PT staff
 - Increase for capital building needs
- Net Surplus: ~\$66K

Operational (Non-Negotiables):

- Salaries, benefits, step increases
- Bond Payment: ~\$1.25M
- Utilities + insurance increases
- Required student services (EC, counseling, etc.)
- Technology + core instructional supplies

Strategic Investments:

Middle School Expansion (Academic Excellence)

3 Additional Teachers (ELA, Math, Social Studies)

- Reduce class sizes
- Improve proficiency + growth
- Support increasing enrollment demand

Director of Academics (Instructional Leadership)

- Centralize all academic data (EOG, EOC, growth, interventions)
- Ensure alignment K–12
- Drive STREAM implementation with fidelity

- Support principals with coaching + systems

Communications (Part-Time)

- Improve family communication
- Strengthen brand + enrollment demand
- Support storytelling (STREAM, outcomes, events)

Facilities Investments

Current Year (FY27)

- HVAC capital investment: ~\$100K
- Reduced improvement spending (from \$75K → \$15K)
- Ongoing maintenance + operations: ~\$243K

Future Direction

- STREAM learning spaces
- Campus expansion planning
- Long-term capital investments

Everything connects to 3 priorities:

1. Academic Excellence

- Middle school teachers
- Director of Academics

2. STREAM Implementation

- Academic leadership
- Future facility planning

3. Sustainability & Growth

- Development (fundraising)
- Communications (enrollment + branding)

Adam Haber made a motion to approve the budget as presented.

Jeremy Greene seconded the motion.

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

E. HVAC

Lindsey Sealy provided information re: 3 bids received for a full HS HVAC replacement with Trane Units (replacing York units). The bid recommended is from Latta's Heating and Air Conditioning Services and included:

- 5 yr compressor warranty
- 3 yr parts, coils and controls
- 1 yr labor
- UV systems - kills airborne virus and bacteria
- Rezoning

A 5-year plan was presented:

- 25-26: Replace 6 critical units at HS (\$323K)
- 26-27: Repair K-8 Units and 4 at HS (\$100K)
- 27-28: Replace 10 units at K-8 (\$300K)
- 28-29: Replace 4 units at HS (\$200K)
- 29-30: Duct Cleaning (K-12) (\$100K)

If approved the replacement of the 6 critical units would be done immediately and paid from current funds. The K-8 and remaining unit work would be in the new '26-'27 budget and be completed prior to the new school year beginning.

Jeremy Greene made a motion to approve the HVAC repairs and replacements as presented.

Pamela Norcross seconded the motion.

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

F. By-law Approval

David Nagel brought back the previously approved by-laws as they required a more precise definition of "voting staff". The changes are noted below and have been reviewed by the school's attorney:

ARTICLE III: Membership in the Corporation

Section 1: Membership Qualification

Membership in the Corporation is composed of families with children attending Eno River Academy ("ERA") and staff members *who are full-time exempt and full-time non-exempt employees* of Eno River Academy, excluding the Executive Director, the Upper School Principal, and the Lower School Principal. The Executive Director, the Upper School Principal, and the Lower School Principal are referred to hereinafter as the "Senior Administrators." Each family of the Corporation who has a child attending Eno River Academy shall have the right to cast one vote per family in the annual Board of Director elections. Staff members *who are full-time exempt and full-time non-exempt employees, with or without children attending Eno River Academy, shall have the right to cast one vote and one vote only, in the annual Board of Director elections. The remainder of the staff members' votes may only be counted if at least forty percent (40%) of the families in the membership have cast votes.*

ARTICLE IV: Board of Directors

Section 3: Number, Qualifications, Election, and Tenure

The number of persons constituting the Board of Directors shall be ten (10) *to fourteen (14)* with seven (7) *to eleven (11)* voting members and three (3) non-voting members. In addition, in certain years there may be one (1) additional voting member of the Board of Directors serving a one-year term as Past Chairperson as described below:

Voting Directors:

- One (1) *to five (5)* members of the community, not affiliated with Eno River Academy (Community Director).; *the number of appointments are at the discretion of the existing board.*
- If *appointed* elected by the Board, the one (1) immediately preceding Chairperson of the Board may serve an additional one-year term on the Board. This Past Chairperson seat shall only be available in the year immediately following the expiration of the term of a Board member who served as Chairperson in the final year of their three-year term.

Non-Voting Directors:

- The three (3) Senior Administrators; the Senior Administrators will have no voting authority. The three (3) Senior Administrators will act in an advisory capacity to the voting members of the Board. On any personnel matter pertaining to a Senior Administrator, the applicable Senior Administrator(s) shall recuse themselves in accordance with the conflict of interest procedures provision in Article IX, Section 6 as *well as the Corporation's Conflict of Interest Policy.*

c) Individuals become voting Directors in the following ways:

- i) The six Parent Directors are elected by the members of the Corporation.
- ii) ~~The one to five non-parent Community Directors are is nominated to the Board; the individuals are is elected appointed by a majority vote of the Board of Directors.~~
- iii) The Past Chairperson Director will be elected with, and only with, a majority vote of the Board.

d) Elections: *The Parent Directors elections* are held once per year (in April or May) for the forthcoming fiscal year. The Community Director's' nominations and appointments *may* will take place *at any time, but typically one month after* during the same month as the election *of the Parent Directors*. If applicable, the Past Chairperson's nomination and appointment will also take place *one month after* during the same month as the election.

e) *Terms: The Community Directors shall serve on the Board for a term period of up to two years one year with no term limit a maximum of three consecutive terms, and with term start and end dates defined by the board at time of appointment.* Each Parent Director shall serve on the Board for a period of three (3) years, with a maximum of three (3)

consecutive three-year terms. Directors shall be elected on a rotating schedule year (Schedule One, Schedule Two, and Schedule Three). The three-year term schedule shall over-lap as follows...

David Nagel made a motion to accept the changes to the ERA by-laws.

Jeremy Greene seconded the motion.

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

G. Board Seat Application, Process, and Timeline

Jeremy Greene reviewed a draft revised Board seat application based on meeting the 2026 Board Seat Recruitment Goal: By June 2026, fill 2 parent seats and 2-4 community seats such that desired board skills, qualities and representation are satisfied for 2026-27 school year.

- Parent Applications will be available April 6 - 27 with voting May 1 - May 11, 2026.
- Community applications will be available May 1 and back to the Review Committee by May 18 for a final determination by May 26, 2026.

There was continued discussion about how to communicate specific skills desired for the Board positions to fill gaps and strengthen the Board/ERA.

Margaret Barr left at 7:22 PM.

H. Board Chair Succession

Dave Nagel will reach the end of his term as chair in June. Ideal succession planning should begin as soon as possible to allow time for new chair to be trained and in place for 2026-27. Asking for a degree of Board consensus on one or more potential chairs to begin training. The Board unanimously supported Adam Haber to begin this process.

IV. Committee Updates

A. Finance Committee Update

Adam Haber provided monthly update. Financial position continues to be very strong. 327 days of cash on hand. Prestige reports up to date.

B. Academic Committee Update

Pamela Norcross reported the committee had been very busy reviewing/working on:

- Middle School Schedule improvements
- AI Guidelines for staff and students
- Class rank proposal
- Summer programming - looking at camps that would support STREAM
- How best strengthen STREAM

C.

Governance Committee Update

Elliot Clark reported that the committee had been working on:

- Completing the By-law revisions re: membership and voting,
- Board Recruitment Plan (part 2)
- Training for new Board members especially community recruits.
- Work continues with Rhodes Branding - also looking at athletics branding such as the center court of the gym to possibly update/reenergize the Bobcat.

D. Fundraising Committee Update

Trish Blackmon reviewed the completed events having raised approximately \$67,000. The Committee has welcomed representatives from Athletics and PTO and look forward to working together. Will begin working on plan for next year in April.

V. Administration Announcements and Updates

A. Monthly Administration Update

Kristin Martin provided the monthly administration update:

Celebrations:

- K8 celebrated Kristin Martin's 20th year-anniversary of working at OCS/ERA
- The 8-10 year and 11-13 year old 4-H teams both placed 1st at the Regional Dinah Gore Healthy Cooking Competition and will go on to compete at the State competition in May
- Mattie Nocon - NC All-State 9/10 Honors Band French Horn, 3rd Chair
- ERA was recognized at the Pearl Gala as one the pioneers in the quest for Choice in Public Education for North Carolina Families since 1996

Testing:

- WIDA Testing Complete
- Spring EOC and EOG test plans have begun!

Personnel Report:

- One vacancy: Middle School EC Teacher
- Hiring season is here. We are collecting resumes for all open positions.

Curriculum:

The ELA Standards Implementation Team met to begin creating an installation and PD plan around the new 2026 ELA SCOS.

General:

- Lottery: Most grade levels are close to being full with an over enrolling buffer

- Registration has started at the HS. All admin will be meeting 1:1 with students to discuss their plan.
- STREAM Fest- April 16- The planning team is working hard to incorporate all parts of STREAM in this celebration of student work and achievement!
- STREAM Week Flyer created by parent member of the SIT Team.

VI. Closing Items

A. Adjourn Meeting

David Nagel made a motion to adjourn the meeting.

Adam Haber 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 7:50 PM.

Respectfully Submitted,

Trish Blackmon

Coversheet

Charter amendments

Section: III. Key Business
Item: A. Charter amendments
Purpose: Vote
Submitted by:
Related Material: Clean Copy - length of school calendar amendment.pdf
Clean Copy School Nutrition Plan.pdf
Clean Copy Mission Statement and Targeted Student Population.pdf

Length of School Day and Academic Year (p. 12 of original charter)

Eno River Academy will meet or exceed all minimum requirements established by the State of North Carolina regarding the length of the school day and academic year.

The school will operate for a minimum of 185 instructional days or 1,025 instructional hours annually, as required by state law. The specific calendar, daily schedule, and instructional hours will be determined annually by the school's leadership and Board of Directors to best meet the needs of students, families, and staff while ensuring compliance with all applicable state requirements.

School Nutrition Plan

Eno River Academy provides access to food for students during the school day through a combination of third-party meal services and school-based support systems.

The school partners with a third-party vendor to offer families the option to purchase lunch for students. Participation in this service is optional and available to all students.

In addition, Eno River Academy maintains a food pantry or similar resources to support students and families experiencing food insecurity. These resources are available to ensure that students in need have access to food during the school day.

The school will continue to evaluate and adjust its nutrition services as needed to best support the health and well-being of its students, while maintaining compliance with all applicable state and federal requirements.

Mission Statement and Targeted Student Population

Mission Statement (p. 5)

Eno River Academy will nurture a community of academic and artistic distinction, as it enriches each student's cultural literacy.

Targeted Student Population (p.2)

Eno River Academy will serve students in grades kindergarten through twelfth grade in accordance with North Carolina state laws and requirements regarding student ages for enrollment.

Coversheet

New job descriptions

Section: III. Key Business
Item: B. New job descriptions
Purpose: Vote
Submitted by:
Related Material: Accountability and Growth Coordinator Job Description.pdf
PT Director of Communication Job Description.pdf



ENO RIVER
ACADEMY

Inspiring excellence. Nurturing innovation.

Eno River Academy
Accountability and Growth Coordinator Job Description

[Salary Schedule](#)

Reports to: Executive Director

Work Week Schedule: Monday - Friday

Work Hours: 40

Number of Months per Year: 11

Position Summary

The Accountability and Growth Coordinator provides strategic leadership for teaching, learning, and academic performance across K-12. This role is responsible for strengthening instructional systems, ensuring alignment of curriculum and expectations, integrating the school's STREAM (Science, Technology, Research, Engineering, Arts, and Mathematics) model into instructional practices, and driving continuous improvement in student outcomes.

Working closely with principals and the leadership team, the Accountability and Growth Coordinator leads the development and implementation of data-driven practices, oversees assessment and accountability systems, and ensures compliance with state and federal requirements. The role includes monitoring key academic indicators - such as proficiency, growth, subgroup performance, and intervention effectiveness - and translating data into actionable strategies that improve instruction and support STREAM-aligned learning experiences.

The Accountability and Growth Coordinator also collaborates with core academic programs, including Exceptional Children (EC), English Learner (ESL/MLL), MTSS, and AIG services, ensuring targeted support for all student populations while promoting equitable access to STREAM opportunities. This position plays a central role in strategic planning, school improvement efforts, accreditation, and recharter reporting, while regularly presenting academic progress to the Executive Director, leadership team, and Board of Directors.

As a member of the leadership team, the Accountability and Growth Coordinator facilitates collaboration across departments, leads data and academic review meetings, and builds staff capacity to effectively use data to inform instruction, enhance STREAM integration, and drive student success.

Core Responsibilities

Academic Leadership

- Support the development and implementation of strong instructional systems across K–12.
- Partner with principals to monitor instructional quality and student outcomes.
- Support alignment of curriculum and instructional expectations across grade levels.

Data & Assessment Leadership

- Lead the development and maintenance of the school's academic data systems and dashboards.
- Monitor key performance indicators including proficiency, growth, subgroup performance, and intervention outcomes.
- Analyze and report on major academic metrics including:
 - EOG and EOC results
 - Read to Achieve
 - Graduation outcomes
 - ACT performance
 - Intervention effectiveness
- Train staff and administrators on the effective use of academic data to inform instruction.

Accountability & Testing Oversight

- Oversee the coordination and implementation of state and local testing programs including EOGs, EOCs, ACT, PreACT, WIDA, BOG, CogAt, AP Testing, SAT and other assessments.
- Ensure compliance with state and federal accountability requirements.
- Monitor student achievement outcomes and identify areas for improvement.
- Support preparation of academic accountability reports and required submissions.

Academic Program Oversight

- Support the school's academic support programs, including:
 - Exceptional Children (EC)
 - English Learner services (ESL/MLL)
 - MTSS implementation
 - AIG
- Monitor subgroup performance and support targeted improvement strategies.

Strategic Planning & Reporting

- Help develop and monitor schoolwide academic goals and performance targets.
- Present academic data and progress updates to the Executive Director, leadership team, and Board of Directors.
- Contribute to major school planning and reporting efforts, including:

- School Improvement Planning
- Accreditation documentation
- Recharter reporting
- Academic accountability reports

Collaboration

- Serve as a member of the school's leadership team.
- Facilitate data meetings, attending MTSS leadership meetings, and academic review meetings.
- Work closely with principals to support schoolwide improvement efforts.

Qualifications

- Master's (or higher) degree in Education, Educational Leadership, or related field
- North Carolina administrator or instructional leadership licensure preferred
- Experience with curriculum, instruction, and assessment leadership
- Intimate knowledge of data, and spreadsheet coordination
- Strong understanding of state accountability systems and academic data analysis
- Demonstrated ability to support instructional improvement and student achievement



PT Director of Communication Job Description

Position Summary

The Communications Director manages external communications and storytelling for Eno River Academy. This role ensures clear, consistent messaging with families and the broader community while promoting the school's mission, programs, and achievements.

The Communications Director oversees the school's digital communication platforms, social media presence, branding, and promotional materials, helping highlight the work happening across the school.

Core Responsibilities

External Communication

- Manage schoolwide communication to families and the community.
- Oversee announcements, alerts, and messaging through the school's communication platforms.
- Ensure information shared with families is timely, accurate, and aligned with school priorities.

Website Management

- Manage and update the school website using the school's content management system.
- Maintain accurate information including calendars, announcements, program pages, and news updates.
- Ensure the website reflects the school's mission, programs, and achievements.

Social Media & Storytelling

- Manage the school's social media accounts.
- Create and publish content highlighting student learning, school events, and achievements.
- Capture photos and videos from classrooms and school activities to share with the community.
- Promote a positive and engaging online presence for the school.

Marketing & Promotional Materials

- Design and produce communication materials including:
 - Flyers
 - Event promotions
 - Social media graphics
 - Digital announcements

- School newsletters
- Support promotion of major school events and initiatives.

Event Promotion

- Develop communication campaigns for school initiatives and events including fundraising efforts, community events, and enrollment outreach.
- Coordinate messaging that supports school participation and engagement.

Brand Management

- Maintain consistency in school branding, logos, templates, and messaging.
- Ensure all school communications reflect the identity and mission of Eno River Academy.

Collaboration

- Work with school leadership, staff, and event coordinators to gather information and share school highlights.
- Support communication needs across departments and initiatives.

Qualifications

- Experience in communications, marketing, public relations, or related field
- Strong writing and graphic design skills
- Experience managing social media platforms and digital communications
- Familiarity with website content management systems preferred
- Ability to tell compelling stories about student learning and school culture

Coversheet

June Retreat

Section: III. Key Business

Item: D. June Retreat

Purpose: Discuss

Submitted by:

Related Material:

Proposed June 2026 Board Retreat - Draft for Apr Board Meeting Feedback.pdf



Proposed: June 23 Retreat

Inputs

Self-assessment tool, external review and compiled results (GC/LBL)

LBL review of board practices, strategy, and goals

Training materials on board and school roles (LBL) customized to fit ERA's specific context (LBL/Dave/Lindsey)

Prepared materials/posters on strategic elements (Dave/Lindsey)

A framework capturing what STREAM and values ideal state looks like across K-12 (Pamela/Lindsey)

Written self-assessment of current state of STREAM and embedded values (Pamela/Lindsey)

Proposed expansion plan and roadmap (Lindsey/Adam/AM)

Preliminary goals (each committee and Lindsey)

Meeting Flow

Open: Intros, Retreat Goals, Ground Rules

Reflection: Review and open discussion of board self-assessment and LBL review

Roles: Board role training by LBL

Strategic Elements: Poster walk of strategic elements and story-telling followed by facilitated alignment checks and clarifications

STREAM & Values: TBD –STREAM and values – ideal and current states followed by facilitated alignment checks

Expansion: TBD - Proposed expansion plan and roadmap followed by facilitated alignment checks

Bottom-up Goals: Rapid roundtable, checking for alignment or necessary edits given discussions

Close: Recap, next steps, feedback

Outputs/Outcomes

Reflection and captured learnings from 2025-26 board evaluation as input to goals and board practices for 2026-27

Deepen shared understanding of

- Board and school roles
- ERA's strategic elements

Deepen shared understanding of current and future state of

- STREAM (and balance with test prep)
 - ERA values
- and alignment on roadmap to move forward

Shared understanding of

- Proposed expansion
 - Next steps
- and alignment on roadmap to move forward

Draft 2026-27 board and school goals

Logistics

Expected Attendees (n=14-17)

- 7 current board members
- 2-5 new board members
- 3 administrators: Lindsey, Kristin, Michael
- 1 guest – Leaders Building Leaders

(Open meeting)

Location

ERA Campus - classroom

Time

Ideally June 23, regular board meeting 3-4 p.m. followed by retreat 4-8 p.m.