



## A Public School of Choice, Inc.

### Board Meeting Minutes

- Regular Session on October 9, 2014
- Closed Session on
- Special Session on

**DRAFT**

**APPROVED**

#### In Attendance:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Lisa Dukelow/Chair         | <input checked="" type="checkbox"/> Ben Balderas/Vice-Chair                            |
| <input checked="" type="checkbox"/> Kim Hill/Secretary         | <input checked="" type="checkbox"/> Jamia Bachrach/Parent Rep                          |
| <input checked="" type="checkbox"/> Julie Williams/Teacher Rep | <input checked="" type="checkbox"/> Scott Jewitt/Teacher Rep                           |
| <input checked="" type="checkbox"/> Rich Peterson/Parent Rep   | <input checked="" type="checkbox"/> Denise Duffy/Community-at-Large Member & Treasurer |
| <input type="checkbox"/> Open/Parent Rep                       | <input checked="" type="checkbox"/> Jon Corcoran/Administrator                         |

**The meeting was called to order by Ben Balderas at 6:31 p.m.**

The mission statement was read and a moment of silence was observed.

#### Public Comments

- There were no public comments.

#### Candidate Introductions for BOD Open Position

- Greg Anspach: Technology background; Project Manager for GIS at Duke; on the Technology Committee during last school year and doesn't want to see this effort end.
- No other candidates attended the meeting.

#### Closed Session

**Motion:** To move into closed session under NCGS 143-318.11(a)(3), to discuss the Anita Wilson vs. A Public School of Choice case with Legal counsel for OCS, and (a)(6), to consider qualifications of applicants for the open Board position and to discuss personnel matters.

Motion: Denise Duffy

Second: Jamia Bachrach

Vote: Unanimous Approval

Passed    Failed

At 6:40 p.m., the meeting entered into a closed session. The closed session was ended at 8:10 p.m.

## **BOD Open Position**

- **Motion:** To appoint Juergen Wanke to the three-year open Board position.

Motion: Rich Peterson

Second: Denise Duffy

Vote: Unanimous Approval

Passed       Failed

## **Principal's Report**

<b>Grade</b>	<b>Current Enrollment</b>	<b>Wait List</b>
K	20	79
1	20	17
2	22	28
3	20	21
4	21	23
5	22	15
6	41	4
7	42	6
8	28	0
<b>Total:</b>	<b>236</b>	<b>193</b>

- **Highlights:**
  - Teachers are embracing the “messiness” of STEAM learning!
  - A highly successful Read-A-Thon event resulting in over \$8200 raised. Outstanding participation at both ES & MS levels. Funds designated for Safety & Science.
    - 2 AED’s installed, training for Crisis Team on 10/9 PM
    - CPR/First-Aid/AED Training for all staff on 10/27 AM
    - Remaining funds will be used to offset the cost of PLTW science Kits and other STEAM resources (e.g.-3-D Printer).
  - OCS was chosen to receive a Science Night kit as part of the 2015 North Carolina Science Festival.
    - We will receive a planning guide, 12 fun/hands-on activity guides, and all needed materials at no cost.
    - Matches our goal of hosting a Science/STEAM-oriented family event.
    - Purpose is to build community while generating excitement/awareness about Science learning at OCS.
    - Tentatively scheduled for Tuesday, March 10th.
- **Budget:** September Update

- Marketing:
  - Tour schedule/enrollment timeline published in this week’s News of Orange/Mebane Enterprise.
  - We bought ad space with Carolina Parent for October/December issues.
  - eBlast: Mr. Corcoran will send the school brochure to parents electronically so they can forward to their contacts.
- STEAM Update:
  - Blended learning pilot: grades 3-5 will select/implement an online/adaptive learning program to support Math and/or Reading (blended learning=kids receive a portion of their content online at their own pace and level); would like to put \$1500.00 - \$2000.00 towards this.
    - i-Ready (\$30.00/student)
    - Dreambox Learning (\$25.00/student)
    - iStation
  - 10/8 Early Release Day
    - PLTW Building-Level Training Session 1 on 10/8 for ES teachers
    - MS staff worked on collaborative project planning
  - Exploris MS site visit scheduled for 11/5 PM, focus will be theme-based interdisciplinary projects
  - Technology needs:
    - 25 iPads for K-5 PLTW modules
    - 1 quote received for 3 remaining core classroom SMART Boards: \$11,871.35
- Miscellaneous:
  - New school logo update
  - Staff contract addendums for 2014-2015
  - Bank authorizations
    - Wire transfer agreement
    - Signature card(s)

### **Committee Reports**

- Finance Committee/Treasurer’s Report:
  - Finance Committee met October 9, 2014; in attendance: Lisa Dukelow, Brenda Hunt, Jon Corcoran, Denise Duffy
  - The committee reviewed the final audited revenue & expenses for FY2013/14, ending 6/30/14. The school experienced a revenue deficit of \$2,351.52 for the year.
  - The school confirmed ADM for the 2014/15 school year for NC state funding is 236. State revenue has been adjusted accordingly in this year’s budget to now be \$1,352,458.00. The school is still showing a projected surplus of \$31,356.00. The committee reviewed spending year-to-date and recommended shifting \$750.00 from ‘3. Athletic Supplies’ to ‘5. Athletic Equipment’.
  - Our consultant at Acadia suggests the school could move \$200,000.00 of our reserves to another institution and still have ample funds to maintain a comfortable cash flow. The committee reviewed savings accounts interest rates at Wells Fargo (0.1%) and Bank of America (0.04%). Both accounts are FDIC insured for balances up to \$250,000.00 and will have no fees if daily balance of \$25,000.00 or more is maintained.
- Grievance Committee: There was no cause to meet. A Middle School Representative is needed for Community Grievance.
- Personnel Committee: Will meet October 14, 2014 at 3:15 p.m.
- Policy & Strategic Planning Committee
  - Met on September 15, 2014 and September 25, 2014 to discuss the PATH policy revisions.
  - Need to get a team together to work on the Strategic Plan by February 2015.

- Community Relations and Fundraising:
  - Will meet October 14, 2014.
  - How is information gathered about what is needed, what the teachers/school needs?
  - Work backwards; find grants and then find what will fit into the school's needs.
- Education Committee:
  - Met September 15, 2014. Attendees: Amber Coburn, Jon Corcoran, Amy Gross, Kristin Martin, Stephanie Smith, Leslie Strong
  - Minutes from March 5, 2013 – Approved
  - OCS Committee Guidelines
    - Purpose of committee was mentioned - Serve the BoD and the Teachers in anything instructional related.
    - We will go over the specific policies next meeting.
  - Project Summary from 2013-14
    - AIG Policy
      - ~ Submitted to BoD and is posted on OCS website (under Academics → AIG Program).
    - NCVPS Policy
      - ~ Completed. Jon will share post on website.
    - STEAM Chart
      - ~ Hesitancy from teachers to complete. Teachers feel that the columns dedicating a lesson to a specific STEAM discipline contradicts the message that the lessons are cross-connected.
      - ~ Further discussion occurred to clarify purpose.
      - ~ Need to firm up STEAM overview, shared definition, and chart (not too rigid – maybe an InfoGraphic).
      - ~ Jon has outline and will send.
    - Science Olympiad
      - ~ Elementary - Kim Apelgren teaches Engineering where students do “home-grown” lessons.
      - ~ Middle – some brain storming occurred as to when and how it could be implemented. Here are some possibilities:
        - Tiger Time challenge that are assigned each month (keep math remediation in place for specific students)
        - Biweekly afternoon challenge
        - Early Release Days - team days with stations (i.e. create your own minion)
    - OCS Pamphlet
      - ~ Forward task to Community Relations; suggest updated photos and include STEAM wording
    - Website
      - ~ STEAM section is updated
      - ~ Still need to reword overview
    - Project Lead the Way (PLTW)
      - ~ K-5: Bought all available modules – 2 each
      - ~ 7/8: One teacher trained over the summer for “Design and Modeling” module; plan is to add another module each year
      - ~ 6th grade – no PLTW module, however, some kits and Lab Aids were purchased
  - Goals for 2014-15
    - Community Connections – Community Business/Sponsor for a Project Based Learning
      - ~ Service Day
      - ~ Job shadowing
      - ~ Global learning institute (VIF)
      - ~ Program/non-profit to serve schools
      - ~ Museum docents

- ~ Agriculture connections
- ~ National Manufacturing Day (Oct 3)
- ~ Tour of a factory (GE Avionics; Buckner; GKN; IBM)
- ~ National Engineers Celebration → send engineers to schools
- ~ NCState Design Lab – Open house October 5
- ~ Pharma – robotics
- ~ Bring parents who are specialized
- ~ UNC Healthcare Day at the Hill
- Communicating what and how STEAM is different in particular to OCS
  - ~ STEAM Overview → chart; definition; draft overview for school (see Attachment 1)
- Middle School Olympiad Style Activities/projects
  - ~ Early Release Day (in conjunction with Community Connections?)
  - ~ See “Science Olympiad” for Middle School above
- Old Business
  - Materials and Resources from Businesses (science equipment and office supplies) – TABLED
  - Grants (Donors’ Choose; Tanger Outlet; Bright Ideas –already applied this year)
  - Donations source to check out: Tom Underwood (tunderwood@pheinc.com)
- New Business
  - Arts Program from Elementary
    - ~ Training is tentatively scheduled for Feb 26, 2015
    - ~ Elementary teachers are asking “Can the implementation be held off for a year so they can focus on PLTW?”
    - ~ It was explained that the Arts integration training will provide inspiration that is relevant to the whole group; “planting a seed” for future implementation
- Next Meeting will be Monday, October 13, 2014
- PATH
  - Met October 1, 2014. Attendees: Keri Frank, Julie Williams, Anne Kenyon, Amy Gross, Corly Jones, Tashika Oleros, Andrea Krivacka
  - Approval of Minutes from September 2014 – Tabled
  - Read a-thon
    - \$8,500.00 so far
    - Goal \$10,000.00
    - AED was ordered and training on October 27, 2014
  - Donation Solicitation possibilities:
    - Tom Underwood (tunderwood@pheinc.com) for donations
    - Sports Endeavors is another company to tap
  - FallFest
    - 2 - 4 pm each class is responsible to get supplies for booth
    - K – Cake Walk
    - 1 – Fishing Game
    - 2 – Candle Craft
    - 3 – Pumpkin Ring Toss
    - 4 – Caramel Apples
    - 5 – Face Painting
    - MS – Hair Braiding, Pumpkin Rock painting, Fairy crowns
    - Dana Herman - Corn Hole
    - PATH – Concessions – Popcorn, drinks, (snowcones), Spirit Gear leftovers
    - Will ask Tracy to send an e-mail

- Book Fair:
  - Materials Delivered, still in boxes and shoved in gym
  - We will have a Clifford dressed
  - Chrome book for parents to sign up at Fall Fest
  - Keri is sending out to teachers to stop by to create wish list on Thursday after school
  - Corly will post which hours are manned so teachers can send their classes then
  - Need tables – there are some under the stairs
  - Need to find a place to plug in register
  - Link it Chrome Station
  - Will ask Tracy to send an e-mail
- Board Dinner – October 9th
  - PATH will be providing dinner before this meeting
  - For 8 people
  - Per Sign up Genius
  - Italian – salad, pasta, breadsticks, desserts, drinks, plates
- Half-Day Luncheon – October 8th
  - Moving to next half –day October 22
  - Salad/Baked potato bar
  - 30 total combination of Sweet and regular potatoes
  - Shredded cheese, bacon bits, sour cream, broccoli, salsa, chives, butter, brown sugar, cinnamon, salt
  - Drinks
  - Aluminum Foil
- Linking Cards
  - 30 families sent in their Linked Card
  - Set up a linking station at Fall Fest
- Birthday Idea
  - Possibility to Birthday card and treat for each teacher in their mailbox
  - Anne – Appointed B-day girl simple card with a small chocolate
- PATH calendar
  - Looks fine
  - Nov 3 – 14 OCS Apparel and Water Bottle sale (Kelli Clough)
    - ~ BOD discussion: What logo to use (OBX-style or STEAM) and what colors? Need to think about branding. Community Relations & Fundraising should discuss this.
  - Nov 5 – Half Day Pot luck: Chili Theme
- Technology Committee
  - Met October 7, 2014.
  - Introductions--who are you and who are your kids at OCS?
  - Reading of Technology Committee description
  - Committee will be consulted frequently with IT support questions, may be asked to volunteer on campus, and be especially relied upon for advice on purchases and major IT issues.
  - Overview of technology at OCS:
    - Time Warner
    - MCNC--Non Profit organization that helps with firewall/content filter, network support/trainings
    - 8 Meraki Access Points around school/P.O. from last year.
    - All students and staff use Gmail (grades 2-8 have Google Accounts)
    - 75 Chromebooks, 25 Acer Laptops, Neo Boards
    - Discussion of familiarizing new members with how technology is utilized at OCS

- Mention of iPad Mini purchase (for Elementary)
- Discussion of iPad deployment and device management
  - Apple is very specific about how they want their machines used/managed in schools
  - No “sharing” of apps--ie purchase on one device and download to multiple devices
- Discussion of refurbishing older machines--new operating system Chrome OS?
- Donation of antiquated machines to KRAMDEN
- Donation of antiquated machines to OCS families/students in need (How do we identify these?)
- SMART Board projector bulbs are \$\$\$ and should be budgeted for.
- School for Creative Studies (Magnet school in DPS) was suggested and may be a good site visit.
- BOD discussion
  - ~ Parents willing to volunteer and provide technology support.
  - ~ Replacement cost of SmartBoard Projector bulbs needs to be considered. Have a supply at the school in case there is a need to replace them?
- After-School Committee: No meeting held since the last BOD meeting. Seems to be running smoothly.

### New Business

- PATH Proposed Policy
  - Revised policy to be sent to OCS community.
  - Compile suggestions for discussion at next BOD meeting.
  - Vote on policy at the November BOD meeting.
- Discussion of Technology issues at school and update on technology implementation
  - Staff is well-equipped; few needs/wants from the staff members.
  - Computers ordered for the STEAM project (Acer)
    - Having difficulty connecting to the internet, which could be overload on the wireless network connections. Representative coming to boost bandwidth at no cost to the school. MCNC has on-site tech support at no cost.
    - Decrease use of Chromebooks in Middle School; however, Chromebooks are the students' preference due to speed of booting computers.
  - Mini iPads for PLTW (K – 5)
    - Use cart for storage
    - Have one set/class for inventory reasons
    - Buy shock protectors for those used in K – 5 because of transportation concerns between buildings.
- Discussion of timeframe for what is needed to fully implement STEAM and what is still needed for STEAM and PLTW. Timeline for implementation and explanation of how each will be incorporated into the current curriculum.
  - Not ready to work on this.
- Set a discussion time to see if there is interest in OCS and Community in pursuing a high school.
  - Send out Google form about High School interest.
  - Bring form to next BOD meeting for review and approval.

### Old Business

- Approval of Google Volunteer form
    - **Motion:** To approve the Google Volunteer form, adding at least one required phone number, and send out to the Community.  
Motion: Kim Hill  
Second: Rich Peterson  
Vote: Unanimous Approval
- Passed     Failed

- Update on Ad hoc possibility to have lunch program returned
  - From 2010 – 2011, 27 students qualified for free/reduced lunch which is approximately 10% of the population.
  - Based on this information, and the fact that there does not appear to be students who are without food, will not focus on this topic at this time.
- Approval to move designated funds to Wells Fargo for FDIC protection
  - **Motion:** To move \$200,000.00 to Wells Fargo.  
 Motion: Ben Balderas  
 Second: Jamia Bachrach  
 Vote: Unanimous Approval  
 Passed     Failed
- Discussion and approval of technology purchases
  - **Motion:** To purchase 25 mini iPads and protection up to \$8,500.00 and three (3) SmartBoards up to \$12,000.00.  
 Motion: Jamia Bachrach  
 Second: Kim Hill  
 Vote: Unanimous Approval  
 Passed     Failed
- Review and approval of August and September BOD Meeting minutes
  - **Motion:** To approve the August 28, 2014 and September 11, 2014 meeting minutes, as written.  
 Motion: Denise Duffy  
 Second: Rich Peterson  
 Vote: Unanimous Approval (Jamia Bachrach abstained since she was not on the BOD in August 2014)  
 Passed     Failed
- Discussion and approval of wire transfer agreement
  - The Principal, Chair of the BOD, and Treasurer should be able to make wire transfers, as needed. Currently, only the Principal can do this.
  - **Motion:** To authorize the Principal, Chair of the BOD, and Treasurer of the BOD to make wire transfers.  
 Motion: Ben Balderas  
 Second: Rich Peterson  
 Vote: Unanimous Approval (Jamia Bachrach abstained since she was not on the BOD in August 2014)  
 Passed     Failed

**Adjournment**

With no further business before the Board of Directors, the meeting was adjourned at 9:25 p.m.

The next meeting of the Orange Charter School Board of Directors will be held on **Thursday, November 13, 2014, at 6:30 PM.**



## Draft STEAM Overview from Jon Corcoran (Education Committee Meeting on September 15, 2014)

### STE(A)M at OCS

At OCS, we are building a Science, Technology, Engineering, & Math (STEM) approach to education around the foundation of our traditionally-strong Arts Program.

It all adds up to STE(A)M.

Every staff member at OCS received STEAM certification in January 2014.

#### **What is STE(A)M?**

STE(A)M is a framework for addressing the Common Core State Standards in Math & Reading and North Carolina Essential Standards in all other subjects (new “North Carolina Standard Course of Study”).

STE(A)M is characterized by learning that is *deeply* interdisciplinary and incorporates as many elements of Science, Technology, Engineering, Arts, & Math as often as possible.

Our STE(A)M framework supplements, rather than replaces, a focus on solid, research-based instructional practices in core subject areas.

There are 3 main delivery modes for STE(A)M at OCS:

- Ongoing-natural-fit “sprinkling” of S-T-E-A-M into everyday core instruction
- Occasional-extended, group & interest-based opportunities for Project-Based Learning (PBL)
- Stand-alone Engineering (STEM) and Arts classes

#### **What are the benefits?**

- Teaches kids to think like artists AND engineers.
- Learning is more fun, challenging, and relevant for students & teachers.

#### **Why STE(A)M?**

- Numerous experts confirm the need to integrate the arts wi
- [Article: STEM to STEAM-Art In K-12 Is Key To Building A Strong Economy](#)
- [http://www.edweek.org/ew/articles/2011/12/01/13steam\\_ep.h31.html](http://www.edweek.org/ew/articles/2011/12/01/13steam_ep.h31.html)
- STE(A)M jobs are growing 2-3 times faster with 26% higher wages vs. non-STE(A)M.

*[Source: US Dept. of Commerce](#)*

The +a in STE[+a]M integrates Arts with STEM (science, technology, engineering and math) education sparking the interplay between left-brain convergent thinking and right-brain divergent thinking. In a rapidly changing world, we all must become well-rounded global citizens who have the imagination and skills to conquer new challenges. STE+aM is the catalyst for this.

[http://www.envisionscienceacademy.com/school\\_info/faq](http://www.envisionscienceacademy.com/school_info/faq)