



Board Meeting Minutes

- Open Session - September 11, 2018
- Closed Session - September 11, 2018
- Special Session

DRAFT **APPROVED**

In attendance:

Voting Members

- Josh Herman
- Rachel Monschein/Secretary
- Scarlett Jordan/Vice Chair
- Alecia Urmston/Treasurer & Community-at-Large Member
- Matthew Tilley/Parent Rep
- Terry Meyers/Parent Rep
- Kristi Anspach/Chair

Non-Voting Members

- Lisa Bair/Executive Director and K-8 Administrator
- Lauren Acome/High School Administrator

Location: 1100 NC Highway 57 North, Hillsborough, NC

Opening

Call to Order by Kristi Anspach at 6:15 PM.

Reading of Mission Statement

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

Student/Staff Celebration

Lisa Bair announced that Nikki Balderas' photography students made the front page of the News of Orange paper. Their work was on exhibit at Coldwell Banker in downtown Hillsborough as part of the Hillsborough Art Walk Last Fridays event organized by the Hillsborough Arts Society.

Public Comment

None

Executive Director Update

- On day 20 of this school year, the Average Daily Membership (ADM) for the school was 660 students. Kindergarten through 8th grade is completely full. We do anticipate that the number of students will continue to increase in the high school this year.

- The K-1 and 2-5 playgrounds have been installed, blacktop is typically used for middle school recess but other grades share space
 - The gym is a week and a half away from completion.
 - The furniture delivery is completed, except for a few specialty pieces.
 - The flat panels have been installed.
 - The school will be closed on Thursday and Friday for the hurricane, and the after school program is closed on Wednesday.
 - Excused absence is available tomorrow for families worried about the gas shortage due to the hurricane.
 - Curriculum - The leadership team met with all grade levels to discuss student interventions and the processes to follow if a student needs interventions. Our Interventionist, Sharon Wall, will meet with teams monthly to follow-up and answer any questions.
- Co-teaching meetings were held with middle school teachers and their co-teaching partners. These occur in Math and ELA classes. The desire is to create a cohesive team that functions at a high level while assisting students with their needs. We shared six models of co-teaching and allowed each team to find what model works for them. We will check in each quarter and assess functionality.

Committee Updates*

Updates should be limited in length to 5-10 minutes. Items that would need further discussion and/or approval should be emailed to the Chair to be placed under New Business at least 3 (three) business days prior to the monthly Board meeting. The Board encourages the Chair of each committee to present these updates whenever possible.

Committee	Board Liaison	Committee Chair
Finance <ul style="list-style-type: none"> - Reviewed budget 7/1 - 8/31 	Alecia Urmston	
Future Visions <ul style="list-style-type: none"> - Silent Auction planning beginning - Hillsborough Parade application is ready for submittal. 	Rachel Monschein	
Grievance <ul style="list-style-type: none"> - No cause to meet 	Scarlett Jordan	
Parents and Teachers Helping (PATH) <ul style="list-style-type: none"> - K-5 slowly working on getting their baskets done, deadline of the 30th of September - Harry Potter movie night is October 19th, crafts and games for the smaller kids, and a costume contest - Betsy Martin coordinating parent night October 27th 6-7pm, prior to the PATH meeting - Any needs for the Holiday float let PATH know - Classroom Liaisons in place - Birthday lunches for the teachers 	Anne Kenyon	

New Business

1. Review and approval of monthly meeting agenda
 - a. motion to approve agenda for 9/11: Alecia
 - b. 2nd: Matthew
 - c. Unanimous approval

2. Conflict of interest and ethics statement: 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 inquires as to whether any member knows of any known conflict of interest or appearance of conflict with respect to matters before the Board. If any member knows of a conflict of interest, appearance of a conflict, or possible financial benefit please so state at this time.
3. Board of Director applicant interviews and appointment of open seat: Terry Meyers
4. Appointment of third Administrator seat: For the 2018-2019 school year, Lisa Bair will serve on the Board of Directors as both the (interim) K-8 Principal and the Executive Director.
5. Review and potential appointment of any open Board Liaison and Committee Chair seats
Motion to appoint Matthew as the PATH Board Liaison: Scarlett
2nd: Alecia

Motion to appoint Alecia as Finance Committee Chair: Josh
2nd: Terry
Unanimous

We will vote in October for Future Visions Chair
6. Finalize day, time and location of Board retreat: November 3rd, 9am - 1pm at the Lower School
7. Review of projected community events by PATH and Future Visions to be placed on Board calendar
Christmas Parade is scheduled for Sunday December 2nd at 4:15pm
8. Discussion of purchase of 1100 and 1212 NC Hwy 57, Hillsborough NC property

Old Business

1. Review and approval of August 2, 2018 minutes
Motion to approve meeting minutes
 - a. Motion to approve: Scarlett
 - b. 2nd: Alecia
 - c. Unanimous approval, Terry abstained from vote because she was absent
2. Approval of current monthly budget as presented during Finance Committee Update.
 - a. Motion to approve: Matthew
 - b. 2nd: Rachel
 - c. Unanimous approval, Josh abstained because he was tardy
3. Review and approval of the Annual Board Calendar
 - a. Motion to approve: Matthew
 - b. 2nd: Josh
 - c. Unanimous approval
4. Review of potential goals for the 2018-2019 school year
 - a. Discussed and assigned 2 person teams to begin work on goals
 - b. Began to set timelines and benchmarks for goals

- c. Setting of regular monthly meeting days for Board of Directors for the 2018-2019 school year: first Tuesday of each month, starting at 6 pm

5. Review of updated draft of Board Member Agreements

6. Updates to Ongoing Topics as listed below with initial timeline information for the 2018-2019 school year:
 - a. Strategic Plan - struck until January
 - b. Athletic Booster - no updates
 - c. Annual Fund - To be rolled out the beginning of October, combined with a kick-off

Motion to go into closed session pursuant to Article 33C, Section § 143-318.11. (a) 5&6 of the North Carolina General Statutes: Alecia

2nd: Matthew

Unanimous

Entered closed session at 7:51pm

Motion to come out of closed session: Scarlett

2nd: Josh

Adjournment

With no further business before the board, the meeting is adjourned at 8:16 PM.

Next board meeting will be on October 9 , 2018.