



## Board Meeting Minutes

- Open Session - October 9, 2018
- Closed Session
- Special Session

**DRAFT**       **APPROVED**

### In attendance:

#### Voting Members

- Josh Herman/Parent Rep
- 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 6:08 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

### Public Comment

- Matt Besch mentioned that the board meeting minutes and the meeting dates are incorrect on our current website. Ms. Bair said the marketing company that we hired to improve our website is finalizing the site and it may be ready as early as next week. He asked about the status of the K-6 vacant Spanish position. Ms. Bair said that the school decided to take the necessary time to improve the curriculum for that class. Advertisements have been placed on Indeed for a replacement. She has also asked at other local schools to see if there is a part time Spanish teacher that would be interested in additional employment because the position we are trying to fill is also part time. She is hopeful that the position will be filled in January. Lastly, he requested better overall communication to the parents.
- Lisa Pope mentioned the importance of an updated website for communication with children's teachers and if there was further delay in updating the site she suggested an "under construction banner" could be placed there

so it was obvious the page is out of date. She expressed concern about the vacant Spanish teacher position. She also asked about the status of the decision about whether to hire a principal for the K-8 campus. Kristi said that for this year Ms. Bair has graciously agreed to fill both the Interim K-8 principal position and the Executive Director position. It will be reevaluated for next year.

- Ed Atkinson asked about the locking doors policy for the K-6 buildings. Ms. Bair replied that yes, all exterior doors (except the commons area) are locked (aside from when the gym construction was in progress). Guests will be required to check in at the office for a key fob. He also asked if there was plans for an additional play area to throw or kick a ball? Ms. Bair said she hopes so. She is working with the county on pond and dirt removal. He echoed the other comments about the need for an updated website and for improved communication in general. He asked if there were plans for spirit week? Ms. Acome replied that October 22-27th is spirit week for the high school. Ms. Bair said they wanted to wait until the new ERA spirit gear had arrived. He also asked for an AIG program update.

### Executive Director Update

- Ms. Acome and Ms. Bair have already started tours
- Enrollment is continuing to be steady after progress reports for other schools went out
- Lottery dates will be Jan. 7th - 15th, with the lottery drawing on Jan. 22nd
- We are accepting donations for the Tiller School in Beaufort NC that was hit hard by Hurricane Florence. Ms. Bair will be delivering the donated items to the school over fall break. Members of the school will be participating in a pen pal project with ERA 5th graders, and there are plans for members of their school to come to our school for a tour
- She is still working with the attorney and county on a School Resource Officer contract
- Building purchase update: 100% financing on the building is expected

### 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"> <li>● Reviewed operating budget 9/1 - 9/30</li> </ul>	Alecia Urmston	
Future Visions <ul style="list-style-type: none"> <li>● Silent Auction planning</li> <li>● Scheduled for Saturday February 23<sup>rd</sup>, 2019</li> <li>● Silent Auction Pro instead of Bidding Owl this year</li> <li>● Ticket price suggestion: \$25, with teachers ½ price. Have a spot on the tickets for parents to contribute to the teacher sponsorship fund</li> <li>● Covering the gym floor? Yes</li> <li>● Donation request letter approval</li> <li>● The Board of Directors will be needed for the check out procedure</li> <li>● Paper grocery bags can be used to organize items - grocery stores will probably donate them</li> <li>● Meetings planned at the high school the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays at 7pm.</li> <li>● The lower school baskets are coming along - do we want any of the middle or high school groups to be involved? Ms. Bair and Ms. Acome will think on this.</li> <li>● When will the new website be up, so that we can begin to advertise via a link from the website? Hopefully next week.</li> <li>● Do we still use PayPal - yes</li> </ul>	Rachel Monschein	

Grievance <ul style="list-style-type: none"> <li>No cause to meet</li> </ul>	Scarlett Jordan	
Parents and Teachers Helping (PATH) <ul style="list-style-type: none"> <li>Next meeting is Monday the 22nd where Lisa Bair and Lauren Acome will speak and answer questions</li> <li>Harry Potter movie night Friday October 19th</li> </ul>	Matthew Tilley	

**New Business**

1. Review and approval of October 11, 2018 agenda
  - a. Motion to approve: Scarlett
  - b. 2nd: Alecia
  - c. Unanimous approval
  
2. Review of Beginning Teacher Support Plan Update
  - a. Motion to approve the updated plan: Matthew
  - b. 2nd: Scarlett
  - c. Unanimous approval
  
2. Review of new Google Board calendar
  - a. PATH, Future Visions and Finance meetings and activities will also be shown on this shared calendar
  - b. Additional school activities may be added when appropriate

**Old Business**

1. Review and approval of September 11, 2018 minutes
  - d. Motion to approve: Josh
  - e. 2nd: Alecia
  - f. Unanimous approval
  
2. Approval of September monthly budget as presented during Finance Committee Update.
  - a. Motion to approve: Matthew
  - b. 2nd: Scarlett
  - c. Unanimous approval
  
3. Review of updated Board Member agreement: Board Member Statement of Responsibilities
  - a. Motion to approve: Scarlett
  - b. 2nd: Josh
  - c. Unanimous approval
  
4. Updates to Ongoing Topics as listed below with initial timeline information for the 2018-2019 school year:

Annual Fund- Fall roll-out

**Adjournment**

With no further business before the board, the meeting is adjourned at 7:18 PM.

Next board meeting and annual retreat will be on November 3, 2018.