



# ENO RIVER ACADEMY

*Inspiring excellence. Nurturing innovation.*

## Board Meeting Minutes

- Open Session - November 3, 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
- Terry Meyers/Parent Rep
- Matthew Tilley/Parent Rep
- Kristi Anspach/Chair

#### Non-Voting Members

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

**Location:** 1100 NC Highway 57 North, Hillsborough, NC, lower school

### Opening

Call to Order by Kristi Anspach at 9:11 AM.

### 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

None

### Public Comment

Four members of the public were in attendance. Ed Atkinson requested update on status of school resource officer

### Executive Director Update

- We have had the 2nd round of tours this week. We have reached out to the Expedition School and are planning a parent night and separate tour just for them.
- We have sent some updated paperwork to bank including financial information, the student numbers and the appraisal of building. We expect to close in early January.

- Staff has been involved in professional development with the Alamance schools reading program. K-2 teachers are working on the professional development for that group. Mrs. Sapp has been spearheading that with Meredith Miller.
- 3-5 reading teachers went to reading training, and 6-8 teachers will be going in the spring.
- Math teachers have had 3 days of training, and will attend 2 more in early February.
- The 4th - 8th graders will be participating in a spelling bee the last week of January. Winners will move on to the regional, state, and potentially national competitions.
- Mrs. Acome has a senior student that is trying to get a "Leaders Save Lives" scholarship. We are holding a community blood drive at the school on January 2nd from 11am - 3:30pm. The more pints of blood that are collected, the more money the student will receive for the scholarship.
- Update on the school resource officer: the county attorney that works with the sheriff's department plans to meet with sheriff after the elections that are scheduled for Tuesday. Our hope is that the officer will be in place in February. A DARE program for the elementary school will be included as part of the service.

### 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>- No update, too early</li> <li>- Audit will be available for</li> </ul>	Alecia Urmston	Alecia Urmston
Future Visions <ul style="list-style-type: none"> <li>- Silent Auction - Rachel provided an update about the progress of the committee: There are more people involved working on advertisements for the program, gathering acquisitions, gathering sponsorships, Hillsborough passport of restaurants, getting tables where possible (instead of renting all of them), etc. She explained information about a less expensive caterer, BoD approved. Scarlett mentioned we have parent talent that might volunteer to be the musician for the evening. There is a teacher at the school who would be great at preparing a school directory. Mrs. Acome and Ms. Bair to follow up. Future meetings tentatively scheduled for the 1st and 3rd Tuesday evenings (excluding holidays) at 7pm at the high school.</li> <li>- Alecia reported that the Christmas Parade is scheduled for Sunday December 2nd. She suggested cheerleaders to participate and the elementary school students to be on the float, singing. The float will be delivered to the school that Friday. Volunteers will be needed that Saturday to decorate the float.</li> </ul>	Rachel Monschein	vacant
Grievance <ul style="list-style-type: none"> <li>- No cause to meet</li> </ul>	Scarlett Jordan	Scarlett Jordan
Parents and Teachers Helping (PATH)	Matthew Tilley	Anne Kenyon

<p>- Anne reported that we are coming to the end of the year which typically involves electing officers. We no longer need the current officer structure. We need people who are focused on teacher appreciation, and community building and a project coordinator who is going to lead these committees. Teacher celebration is scheduled for the Tuesday of the last week of school. We are planning donuts and ERA coffee mugs. Liaisons will also be cultivating what works for their class. Anne offered PATH's help with assembling the Christmas float. The class baskets for the Silent Auction are almost done. Future Visions and Path should work together to redraft the PATH portion of the policy.</p>		
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**New Business**

1. Review and approval of monthly meeting agenda
  - a. motion to approve agenda for 11/3: Matthew
  - b. 2nd: Josh
  - 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. Beginning coordination of Town Hall event in spring 2018
  - a. 'Looking Forward with ERA' - would require work from the Board for presentation, scheduled for April 8th 6pm - 7pm
  - b. Cooperative event with input from Board, Leadership Team, PATH and Future Visions
  - c. First Board Annual Report feasibility
    - i. Consider timing for future years
  - d. Discuss goals and objectives
  
4. Review of NC Open Meetings Law Public Comment requirements
  - a. Review of area charter school policies on this topic
  - b. Discuss goals and objectives
  - c. Assign initial drafting and whether need is policy or process
  - d. Motion to draft a policy for public comment: Scarlett
  - e. 2nd: Josh
  - f. Comment from Matthew - It is important that we encourage participation of parents.
  - g. Amended motion by Matthew: I would like to amend the motion in this way: I motion that we draft a policy for public comment at Board meetings that specifies our goals of the policy are: to encourage participation of our families, limit the comments to topics that are relevant to BoD functions and to also provide an avenue for other topics that aren't relevant within the structure within the guidelines of the State open meetings law.
  - h. 2nd amended: Rachel

- i. Unanimous approval. Initial draft planned for January, and to be provided to Kristi 10 days before meeting.
5. Initial review of TES Enrollment Articulation Agreement draft
  - a. Motion to send the revised school articulation agreement, based on discussion, to the school attorney for review. Unless significant revisions are required that change the intent of the agreement, the Chair has permission to return to TES for review: Scarlett
  - b. 2nd: Matthew
  - c. Unanimous approval (Scarlett out of room momentarily)

#### **Old Business**

1. Review and approval of October 9, 2018 minutes  
Motion to approve meeting minutes: Matthew  
2nd: Josh  
Unanimous approval
2. Approval of October monthly budget as presented during Finance Committee Update  
Postponed until December because that information wasn't available at the time of this meeting
3. Distribution and signing of Board Member Statement of Responsibilities
  - a. Motion for Board members present today to sign: Scarlett
  - b. 2nd: Alecia
  - c. Unanimous approval
4. Updates to Ongoing Topics as listed below with initial timeline information for the 2018-2019 school year:
  - a. Annual Fund - Fall roll-out in conjunction with the website (assuming all goes well on Monday)
  - b. ERA website
    - i. Board Blog information will be on the top right of webpage

#### **Adjournment**

With no further business before the board, the meeting is adjourned at 10:40 PM.

Next board meeting will be on December 11, 2018.