



# BOARD MEETING MINUTES

DATE 08-11-2015

TIME 630 PM

21 INNOVATION DRIVE, ASHEVILLE, NC

MEETING CHAIRED BY	Danielle Moser, Chair
NOTE TAKER	Danielle Moser, Chair
ATTENDEES INCLUDING GUESTS	Vruwink, Brazas, Hewitt, Wilson, Hardy, Feehan, Moser, Locke, Theil (arrived 653)
ABSENT	Zetterholm, von Dirke, Torbett

## Agenda topics

TOPIC: HOUSEKEEPING ITEMS		TIME: 637 - 640 PM	PRESENTER: DANIELLE MOSER
DISCUSSION	<p>Welcome, recognize guests, focus meeting with Mission &amp; Primary Accountabilities:</p> <p>The Franklin School of Innovation is preparing the next generation of leaders, capable of solving problems and participating effectively and ethically as local and global citizens.</p> <p>Through challenging academics, real-world learning, and community engagement, our students discover their potential, develop persistence, and recognize the value of others. Our graduates are ready for the future they will create.</p> <p>Primary Accountabilities:</p> <ol style="list-style-type: none"> <li>1 Ensure State Board of Ed Approved Mission Statement is guiding focus of the school, and take ultimate responsibility for student learning and meeting the academic performance criteria set by the charter.</li> <li>2 Properly manage / be accountable for public school funds</li> </ol>		
TOPIC: DISCUSSION / ACTION ITEMS		TIME: 640 - 650 PM	PRESENTER: DANIELLE MOSER
DISCUSSION	<ul style="list-style-type: none"> <li>• Board Recruitment - Continue efforts to recruit someone with interest in legislative issues; legal perspective; retired educators,</li> <li>• Survey for 5th grade underway.</li> <li>• Exec Committee recommends Recruitment Taskforce and Marketing Committee be top priorities</li> </ul>		
MOTION	<ul style="list-style-type: none"> <li>• <b>Approve Minutes from 06-30-2015 meeting (abstentions: none)</b></li> <li>• <b>Motion to approve by: Hardy; second by Feehan; passed without objection</b></li> </ul>		
TOPIC: BOARD TRAINING -		TIME:	
DISCUSSION	Just at board quorum, rescheduling to September board meeting		
TOPIC: FACILITIES UPDATE		TIME: 647 - 710 PM	PRESENTER: VRUWINK
DISCUSSION	<p>TSA Bid -- \$25K estimate (\$11K equipment; \$14K FIOS) will look to minimize costs and eliminate anything that doesn't support master plan. E-Rate is funded by state; 70% of costs. Taking this year.</p> <p>Buildings: Dave Wells is project managing; Focusing on two buildings for 6<sup>th</sup> grade. Interior and exterior painting happening. Decks are being installed after footers tomorrow. Taking huge amount of operational time to have contingency plan for housing 15 grades of students in 15 classrooms. If not in first week, every class every day will be used.</p> <p>No update on DOT; fell between the cracks with focus on buildings and permitting. Help needed to deal with traffic? Call for volunteers to help unload furniture on Sunday around 4 or 5 pm. Robert Keith and David Brigman are making a run to pick it up in SC.</p>		

<sup>1</sup> approved 09-08-2015

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TOPIC: FINANCE UPDATE		TIME: 710 - 715 PM	PRESENTER: ERIC HARDY
DISCUSSION	<p>Finance has met 3 times since last board meeting all with a focus on the audit. Auditor took 3+ hours; report due in September 2015. There are things board needs to do; finance will present at later meeting. E.g. Capitalize expenses and get board approval / Buildings and land improvements (like a lease-hold improvement; amortize over 5 yrs.)</p> <p>Budget: Still up in the air as we don't have solid costs on installation work. Legislature not approve state budget; We get paid in 3 allotments (34%, 33% and 33%). We received 20% of 34%. Other 80% may come late September but will be difficult cash flow wise. Other public schools in the same boat as we are. Can't draw DOE grant until October.</p>		
TOPIC: DIRECTOR'S REPORT		TIME: 715 - 740 PM	PRESENTER: MICHELLE VRUWINK
DISCUSSION	<p>Hired all positions, some in last 2 days. Read news on staffing and qualified teacher staffing levels and our ability to recruit and retain incredibly strong talent is impressive. Shout out to Feehan for again spearheading recruiting efforts in support of operations this year.</p> <p>Need PT person to manage technology. New Learning Management System (LMS) called Canvas. School staff are the help desk for students and families and it's a lot.</p> <p>Enrollment: at 350 as of now and budgeted based on 370. Churn is typical; numbers are moving. 9 students on 7<sup>th</sup> grade wait list and 3 on 8<sup>th</sup>.</p> <p>Fully enrolled in Power Schools: 353; school's tracking data has 3363 but not all paper work in; one family is moving (2 students). Another family enrolled elsewhere but didn't tell us. 6<sup>th</sup> grade: 83; 7<sup>th</sup> grade: 106 / 8<sup>th</sup> grade: 80 / 9<sup>th</sup> grade: 46 / 10<sup>th</sup> grade: 48</p> <p>Marketing / Branding: Martha Duggar has submitted plan; Vruwink to share with Marketing Committee once Moser gets one planned. New color -- almost a cobalt blue. In the news: Franklin School of Innovation is a EL Education School. Expeditionary Learning is now EL Education -- they have several verticals, we are in their schools vertical.</p> <p>Admin team bonding; SIT planning is going well. Focus of dean is on Discipline / Restorative Justice and an Honor Code type of an idea.</p>		
<b>CLOSED SESSION: PERSONNEL</b>			
MOTION	<ul style="list-style-type: none"> <li>• <b>Motion into closed session TIME: 740 pm; motioned by Brazas, 2<sup>nd</sup> by Feehan, All in favor</b></li> <li>• <b>Motion out of closed session TIME: 750 pm; motioned by Brazas, 2<sup>nd</sup> by Feehan, All in favor</b></li> <li>• <b>Approve slate of personnel as discussed in Closed: Personnel Slate; Motion by Hardy, 2<sup>nd</sup> by Hewitt; all in favor</b></li> </ul>		

- **Adjourn meeting / time 7.58**