

Mission:

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.

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.

DATE:	Wednesday, October 21, 2015 (rescheduled from 10-13-2015 to achieve quorum)
LOCATION:	Franklin School of Innovation, 21 Innovation Drive, Asheville NC, 28806
MEETING CHAIRED BY	Danielle Moser, Chair
NOTE TAKER	Katie Locke, Secretary
TIME KEEPER	Katherine Thiel
ATTENDEES INCLUDING	Pat Feehan, Dave Torbett, Kecia Wilson, Michelle Vruwink, Beth Rhatigan, Eric Hardy
GUESTS	
ABSENT	Elizabeth Brazas, Lyndi Hewitt , Jutta von Dirke

Agenda topics

Call to Order 5.51pm

Time: 545 - 550 pm / Presenter: Moser

- Welcome
- Recognize Guests- Beth Rhatigan
- Mission
- Review Agenda

Consent Agenda (Items Previously Sent To The Board) / Time: 550 - 555 pm / Presenter: Moser

Approve Minutes 9-8-2015 (not present at meeting: Eric Hardy, Lyndi Hewitt, Dave Torbett)

- <https://drive.google.com/drive/u/0/folders/0B1TpzFejK4zBcktyNFo5S1dsRVk>

Motion: Katherine Thiel / 2nd: Pat Feehan

Yay/Nay/Abstain: Approved All in favor. (Dave Torbett and Eric Hardy¹ Abstained)

Open Enrollment- Motion: Recommended from the Executive Committee

End Open Enrollment will end the Friday after the last day of the First Semester.

Motion: From Executive Committee / 2nd: none needed

Yay/Nay/Abstain: Approved All in favor no Abstentions

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Board Training / Time: 555- 605 pm / Presenter: Moser

Resource: <http://www.charterschooltools.org/tools/BoardGovernanceTrainingManual.pdf>

- Questions for Making Sound Decisions
- Providing The Board The Information It Needs To Make Effective Decisions

Treasurer's Report / Time 605 - 615 pm / Presenter: Hardy

- Update from the Treasurer - Wrapping up Audit. No findings by Auditor.
- Discussion around the DOE Grant - likely will need to collect more data from community around Medicaid and .
- Finance Committee recommends change in Financial Policy. See Below.

Contracts and Authority. The execution of contracts and grants are within the scope of FSI's mission, goals, and annual plans. As such, FSI may enter into contracts with various vendors, agencies, and contractors to render a service; to have a service rendered to the school; to receive equipment, materials and supplies; and for construction. All contractual agreements must be in writing, and signed and dated by the Executive Director if the contract's value is \$5,000 or less, and by the Board Chair upon Board approval if the contract's value is over \$5,000.

Contracting requirements for most contracts exceeding \$90,000 are subject to North Carolina General Statute ("NCGS") §143-129.

The following specific language, required by NCGS §115C-218.105, must be stated in every contract or lease into which FSI enters:

No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

No services may be rendered nor goods ordered prior to obtaining all required signatures on the corresponding contract.

Motion: From Finance Committee

Yay/Nay/Abstain: Approved All in favor no Abstentions

Executive Director's Report / Time 615 - 635 pm / Presenter: Vruwink

- Update See Addendum
- Board support needed

Committee Reports - clarifying questions only / 635 - 645 pm /

Committee Chairs

- Committee Structure - revisit structure-
- Facilities - without Chair
- Technology- Website Support, Canvas Support,
- SIT - In Process-
- Master Planning Task force / Reminder invite for FRIDAY, NOVEMBER 6th (230 to 5 pm)

- Fundraising - Need a Co-chair, Separate Fun activities from Fund Raising Activities.
-

New Business 645 - 655 pm / Presenter: Moser

- Adding a 5th grade <http://ncleg.net/Sessions/2015/Bills/House/PDF/H334v6.pdf> still have to analyze data, poll the community at large, and see if we can operationalize it

Closed session: Business Expansion + Real Estate / 655 - 725 / Presenter: Exec Committee

EH Motioned and DT Second. Approved Unanimously. 7.10pm

Motion to leave closed at 7.33pm Eric Hardy motioned, Katherine Thiel second. Unanimously approved

Michelle Vruwink left at 7.30pm

731 pm Motion to move into Executive Closed Session: Personnel by Eric Hardy, and seconded by Katherine Thiel. All in favor.

Executive Closed Session / 725 - 735 pm / Presenter: Torbett

- Per our last board meeting training discussing best practices, our attorney again confirmed that the board will be legally compliant going into executive closed session related to ongoing ED performance. As a best practice it will happen at the end of each regularly scheduled board meeting.

7.57 pm Motion to come out of Executive Closed Session: Personnel by Eric Hardy, and seconded by Katherine Thiel. All in favor.

8.00 pm Meeting adjourned

Board Training

<http://www.charterschooltools.org/tools/BoardGovernanceTrainingManual.pdf>

Questions for Making Sound Decisions

(Source: Adapted from: Board Member Orientation Manual by Aspen Publishers)

Directions: Ask yourself these questions when you're faced with a tough board decision.

This list will help you think through your decision and the reasons for it.

1. How will the decision affect the charter school?
2. How does this decision relate to our mission statement?
3. What's the potential for legal problems if I vote yes? What if I vote no?
4. Does this decision affect:
 - The children and families we serve? How?
 - The charter school's staff? How?
 - The community? How?
 - The charter school board itself? How?

Is the impact on any of these groups negative? If it is, will the decision benefit significantly more people than it will harm?

5. Have we voted on this matter before? If yes, why are we considering it again? How have conditions changed?
6. Do I have all the information I need to make a sound decision? What questions should I ask before making this decision?
7. If someone asked me to justify why I made this decision, can I explain my decision?

Providing The Board The Information It Needs To Make Effective Decisions

The effectiveness of the board's decision making will increase dramatically if critical information is sent in advance of meetings so that board directors can have their ideas and questions well formulated beforehand.

Characteristics of Good Board Information

Consider ways to enhance the quality of board information. Barry S. Bader, a consultant and author specializing in governance, identifies seven guidelines for developing effective board information:

- **Concise.** Is the information communicated as quickly or as briefly as possible?
- **Meaningful.** Is the information presented in relationship to a significant factor, such as a goal set by the board, past performance, or comparative data?
- **Timely.** Is the information relevant to the current agenda?
- **Relevant To Responsibilities.** Does the information help the board or board committee discharge its responsibilities?
- **Best Available.** Is the information the best available indicator of the situation or condition being described? Can better information be provided?
- **Context.** Is it clear why this information is important?
- **Graphic Presentation.** Could the information be presented better graphically than in words?

Finance Committee Recommendation:

Current Financial Policy guideline:

Contracts and Authority. It is the policy of FSI to grant authority to sign contracts and grant agreements to the Executive Director for activities that have been approved by the Board of Directors as part of the annual approved budget. The Board must authorize any contracts outside these parameters. All contracts with financial value greater than \$5,000 require Board approval.

Recommended Financial Policy guideline:

Contracts and Authority. The execution of contracts and grants are within the scope of FSI's mission, goals, and annual plans. As such, FSI may enter into contracts with various vendors, agencies, and contractors to render a service; to have a service rendered to the school; to receive equipment, materials and supplies; and for construction.

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New Business

<http://ncleg.net/Sessions/2015/Bills/House/PDF/H334v6.pdf>

(f) It shall not be considered a material revision of a charter application and shall not require prior approval of the State Board for a charter school to do any of the following:

(1) Increase its enrollment during the charter school's second year of operation and annually thereafter by up to twenty percent (20%) of the school's previous year's enrollment.

(2) Increase its enrollment during the charter school's second year of operation and annually thereafter in accordance with planned growth as authorized in its charter.

(3) Expand to offer one grade higher or lower than the charter school currently offers if the charter school has (i) operated for at least three years and years, (ii) has not been identified as having inadequate performance as provided in G.S. 115C-218.95(b).G.S.115C-218.95(b), and (iii) has been in financial compliance as required by the State Board of Education.

(4) Expand to offer one grade higher or lower than the charter school currently offers if the charter school meets all of the following criteria:

a. The charter school's student academic outcomes for the year prior to the expansion must have been at least comparable to the academic outcomes of students in the local school administrative unit in which the charter school is located.

b. The charter school has provided financially sound audits for the year prior to the expansion.

c. The charter school is in compliance with State law, federal law, the school's own bylaws, or the provisions set forth in its charter granted by the State Board of Education.

d. The charter school has been in operation for less than three years. The charter school shall provide documentation of the requirements of this subdivision to the State Board of Education. The charter school shall be permitted to expand to offer the higher or lower grade unless the State Board of Education finds that the charter school has failed to meet the requirements of this subdivision or other exceptional circumstances exist which justify not permitting the grade expansion."