



**The Franklin School of Innovation  
Board Meeting Agenda – 12-14-2021  
In-person Meeting at FSI 6pm-8pm  
21 Innovation Drive, Big Ben Room 139**

**A Zoom Link is available for individuals wishing to join remotely:  
[Zoom Link](#)**

**Our 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.

**Board Responsibilities:**

We ensure The Franklin School of Innovation's compliance to its contract with the NC Department of Public Instruction, set and monitor the implementation of school policies, manage the school's annual budget and financial planning, and hire and evaluate the performance of our school's Executive Director. The Board develops and drives the School's strategic plan and provides appropriate governance.

Agenda Item	Purpose	Who	Materials	Time
<p><b>CALL TO ORDER</b> The meeting shall be brought to order by the Board Chair, 6:05 p.m.</p> <p><b>ROLL CALL</b> The Board Chair took roll of members present:            Al Glicksberg            Brian Courcelle            Susan Ramos            Jamie Grob Grinnell            Allison Sturtevant-Gilliam (took notes)            Michael Lepage (virtual)            Michelle Vruwink (ED)</p>	Update	Al Glicksberg		6:00 - 6:05
<p><b>APPROVAL OF AGENDA</b> Shall the Board approve the Agenda Items? Motion by Brian Courcelle Second by Jamie Grob Grinnell            Vote: unanimous to approve agenda</p> <p><b>CONSIDERATION OF MINUTES</b> Shall the Board approve the minutes of the <b>November 9 Board</b></p>	Review & Vote	Al Glicksberg	<a href="#">FSI Board Meeting Minutes 11-9-2021 BR.docx</a>	6:05 – 6:10

<p><b>Meeting?</b> Motion by Susan Ramos Second by Jamie Grob Grinnel Vote: unanimous to approve</p>				
<p><b>PUBLIC COMMENT</b> This agenda item is included for the purpose of giving anyone in attendance the opportunity to comment on a non-agenda item with the Board. There will be a three-minute time limit per person. The audience is not to applaud nor demonstrate disapproval for the comments made. The Board may respond asking for clarification only. No action may be taken at this meeting on any issue raised.</p> <p>No public comments made/provided.</p>		Al Glicksberg		6:10 – 6:25
<p><b>BOARD RECRUITMENT &amp; DEVELOPMENT</b></p> <ul style="list-style-type: none"> <li>● Key Role Definitions Lisa developed role descriptions. To review and discuss further at board retreat</li> <li>● Community Engagement Framework Allison checked in about questions for step one (Define). Overview of step two (Making the Unseen Seen) to be completed for next board meeting/board retreat</li> <li>● Board Recruitment Four prospective candidates attended the meeting as guests: <ul style="list-style-type: none"> <li>○ Jennifer Berry</li> <li>○ Bill Hansen</li> <li>○ Melanie Stowell</li> <li>○ Rebecca Hecht</li> </ul> Micahel LePage to follow up with prospective candidates. Plan to vote on any interested candidates next month (January 2022)</li> <li>● Board Retreat Overview of board retreat proposed agenda. Request made to complete doodle poll for dates</li> </ul>	Update Discuss & Vote	Michael LePage Allison Sturtevant-Gilliam & Al Glicksberg	<a href="#">FSI Board Roles and Responsibilities Dec 2021</a>	6:25 – 6:45
<p><b>ADMINISTRATORS UPDATE</b></p> <ul style="list-style-type: none"> <li>● Summary of Activities</li> <li>● Update on Enrollment</li> <li>● COVID-19 Ongoing Testing Program &amp; Contact Tracing</li> </ul>	Update	Michelle Vruwink Tony Freeman & Sarah Jean Smith	Michelle will email separately	6:45 – 7:05
<p><b>REVIEW OF MASK MANDATE</b></p>	Update & Vote	Michelle Vruwink & Al Glicksberg		7:05 - 7:10

<p>Discussion regarding the increase in COVID positive rates in the county and within the school after Thanksgiving break and noting the upcoming winter break is an important consideration.</p> <p><b>Motion to continue mask mandate</b> by Jamie Grob Grinnell Second by Susan Ramos Vote: unanimous (6) to approve agenda</p>				
<p><b>FINANCE UPDATE</b></p> <ul style="list-style-type: none"> <li>• Update on financing building expansion</li> <li>• Ziegler - potential for completing whole project</li> <li>• Engagement letter &amp; Reimbursement Resolution</li> </ul> <p>Overview of FSI history regarding building and future needs/plans. Two possibilities with Ziegler: 1) complete second floor and gym or 2) complete all remaining building-second floor, gym, and additional classroom wing. Have bid from Vannoy, who has already started the process, for the second story. Will need completed plans from architect and formal construction bids (we have estimates) for build in order to continue.</p> <p>Discussion of the importance of enrollment for building and loan sustainability. No concerns raised. See handouts/powerpoints for specific information.</p> <p><b>Motion to proceed with Zigler and submit the approved engagement letter</b> by Michael Lepage. Second by Susan Ramos. Vote: unanimous (6) to approve motion</p> <p><b>Motion to give Michelle Vruwink permission to move forward with architecture plans and construction bids for full building</b> by Brian Courcelle. Second by Al Gricksberg. Vote: unanimous (6) to approve motion</p> <p><b>Motion to adopt the resolution</b> by Susan Ramos. Second by Jamie Grob Grinnell. Vote: unanimous (6) to approve motion</p>	<p>Update, Discuss &amp; Vote</p>	<p>Michelle Vruwink &amp; Brian Courcelle &amp; Al Glicksberg</p>		<p>7:10 - 7:40</p>
<p><b>ANNUAL FUND CAMPAIGN</b></p>	<p>Update &amp; Discuss</p>	<p>Sarah Dickson</p>		<p>7:40 - 7:50</p>
<p><b>CLOSED SESSION</b></p>	<p>Discuss</p>			<p>7:50 - 8:00</p>

<p><b>Motion to move to closed session at 8:28pm</b> by Michael Lepage. Second by Jamie Grob Grinnell. Vote: unanimous (6) to move to close session</p> <p>Personnel</p> <p><b>Motion to end closed session at 8:35pm</b> by Micahel Lepage. Second by Susan Ramos Vote: unanimous (6) to end to close session</p> <p><b>Motion to approve new hires</b> by Brian Courcelle. Second by Susan Ramos. Vote: unanimous (6) to approve motion</p>				
<p><b>ADJOURNMENT</b> Shall the Board adjourn the meeting at 8:36pm.? Motion by Michael Lepage. Second by Allison Sturtevant-Gilliam Vote: unanimous (6) to end meeting</p>	Vote			8:00