

<b>MEETING CHAIRED BY</b>	Danielle Moser, Board Chair
<b>NOTE TAKER</b>	Katie Locke, Role
<b>ATTENDEES INCLUDING GUESTS</b>	Katherine Thiel, Andrew Zetterholm, Michelle Vruwink, Guest: Beth Rhatigan, Linda Tatsapaugh, Pat Feehan arrived 6.46pm
<b>ABSENT</b>	Eric Handy, Elizabeth Brazas, Dave Torbett

### Agenda topics

<b>TOPIC: HOUSEKEEPING ITEMS</b>	<b>TIME: 615 - 620</b>	<b>PRESENTER: DANIELLE</b>
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<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Welcome</li> <li>Mission</li> <li>Introductions / Andrew to meet rest of board</li> <li>Recognize guests</li> </ul> <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>Called to order at 6.21 pm.</p> <p>Welcome Andrew Zetterhom and Board Introductions.</p>
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<b>TOPIC: FINANCE UPDATE</b>	<b>TIME: 620-640</b>	<b>PRESENTER: MICHELLE / BETH</b>
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<b>DISCUSSION</b>	<p>Eric and Andrew created a spreadsheet by which to better track our financial position. Michelle and Beth have been diving into the numbers / transactions making corrections with Acadia. This will be an update / next steps.</p> <p>Danielle prepared data for Eric/Andrew</p> <p>Budget currently is roughly \$24K in black still needs some clarification from Acadia.</p>
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<b>MOTION</b>	
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
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<b>TOPIC: ACTION ITEMS</b>	<b>TIME: 640 - 645</b>	<b>PRESENTER: DANIELLE</b>
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<b>DISCUSSION</b>	Recruiting board members - Community members to CHAIR - Legal / Legislative Committee and CHAIR Marketing / PR Committee;
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<b>MOTION APPROVED</b>	<ul style="list-style-type: none"> <li>Dec. 2014 Minutes Approved</li> <li>KT Motioned 2<sup>nd</sup> PF All passed. AZ abstained.</li> <li>Executive Committee recommends the board approve the following slate of items: Please see APPENDIX for context / history.             <ol style="list-style-type: none"> <li>Per direction from the NCDOT to stagger Franklin's start / dismissal times, approve change to handbook reflect the following: 6<sup>th</sup>/7<sup>th</sup> grades at start 8:15 and dismiss at 3:10 (remains the same) and 8<sup>th</sup>/9<sup>th</sup> grade to start at 8:30 and dismiss at 325 pm. Friday Dismissal 2.00pm for all students.</li> </ol> </li> </ul>
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2) Adopt the following language for the student handbook:

**Cell Phone Policy:**

*Students are permitted to have a cell phone at school. However, cell phones are to be turned off and must not ring or vibrate during the school day. Phones are to be stored in lockers or out of sight; teachers may request that students place cell phones in a basket or box at the beginning of each class period and retrieve it at the end. Phone calls or texting is not allowed during school hours without teacher permission. Students who text or use their cell phone for any purpose during school hours without permission will have their phone confiscated until the end of the day. Repeated misuse of cell phone and texting will result in a loss of the privilege of having a phone in school.*

*In general, the use of personal music, video, and electronic gaming equipment (iPods, hand-held electronic games, etc.) is the same as for cell phones. These devices should be turned off and stored out of sight during school hours. **Teachers may, at their discretion, authorize use of headphones for specific instructional purposes (e.g. "Quizlet") during class time.** \**

**3) Motion : Bond Beth Rhatigan to grant access to BB&T bank account.**

**4) Motion from to Executive Committee to formally select and acknowledge ARCA Designs/Bryan Moffitt as the Franklin School of Innovation's Architect.**

**Vote Approved: All approved. No abstentions.**

ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Post APPROVED minutes on Website		Katie and Katherine	01-16-15
TOPIC: TRAINING - CHARTER SCHOOL BOARD GOVERNANCE & BEST PRACTICE.		TIME: 645 - 705	PRESENTER: DANIELLE
DISCUSSION	Danielle and Elizabeth have been working on board governance best practices and will share go-forward plan. Elizabeth is out of town for this week's meeting. Training around Moving from a start up board to a governing board. Power point attached.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Committee Meetings / Minutes to board chair		All	02-06-15
TOPIC: DIRECTOR'S REPORT		TIME: 705 - 725	PRESENTER: MICHELLE
DISCUSSION	Including Student Retention / Recruitment / Enrollment Update <ul style="list-style-type: none"> <li>- Open enrollment Jan. 19<sup>th</sup>- March 27<sup>th</sup>. Lottery Date: April 13<sup>th</sup>.</li> <li>- Sibling and Returning Family notices out in Feb.</li> <li>- Jan. 24<sup>th</sup> Open House with tours 12 to 2 and Information meeting 2 to 4.</li> <li>- 4 Students withdraw after Christmas. 6<sup>th</sup> 109, 7<sup>th</sup>- 64 , 8<sup>th</sup>- 50 9<sup>th</sup>- 41 (264)</li> <li>- FEB Hit hard Marketing.</li> <li>- Quarter end 1/13 Grades are due on Friday. Report Cards will be distributed at a date to be announced.</li> <li>- Concern Re: EOC exams for 9<sup>th</sup> graders. EOG should be fine in other grades.</li> <li>- Will need fundraising around DOT turn lanes.</li> </ul>		
MOTION			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Facility Committee Members Needed. Decision to be made at Feb. 2015 meeting. May have a called Meeting 1/27 around Facilities for next year.		All	
TOPIC: PERSONNEL UPDATE		TIME: 705 - 715	PRESENTER: PAT & MICHELLE
DISCUSSION	Title 1 / Position Description for Director of Student Services /		
MOTION	3 Openings advertised Discussion around Title and Job Description		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

Jobs posted by end of January.			
TOPIC: FACILITIES & DOT UPDATE		TIME: 715 - 725	PRESENTER: DANIELLE / MICHELLE
DISCUSSION	Update on move / DOT action / what's next. Waiting on other estimates for modular buildings. Move likely to happen 1/16 and 1/17.		
MOTION			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
COMMITTEE UPDATES		TIME: 725 -730	PRESENTER: KATHERINE & KATIE
DISCUSSION	Technology: Update on installation of technology / phones / internet / fire alarms. Building a committee  Fundraising Fund Raising Update: 1. Franklin Flurries- Feb 14th 2. Founders Day- March 7th 3. Franklin Forest- Ongoing 4. Founder's Drive- \$15,000 (approx.)		
MOTION			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
TOPIC: CLOSED / EXECUTIVE SESSION - PERSONNEL		TIME: 730 - 745	PRESENTER: DANIELLE
MOTION	Motion to go into Closed and Executive Session for Privileged & Personnel Discussion Motioned by LT Seconded by KT 8.05 Motion to Leave Closed Session by PF Seconded by KT 8.25		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE

Meeting adjourned: TIME : 8.30pm

### Appendices:

From Michelle's Director's Letter - the last sentence has been modified. Headphones for music are no longer permitted. The Franklin School recognizes that music can have a calming or focusing effect on students. Teachers will selectively play music in their classrooms when they determine that this will have a positive impact on student engagement and learning

### Cell Phone Policy Enforcement

Beginning this week, we are significantly tightening the enforcement of our cell phone (and similar device) policy. In short, students who choose to bring cell phones to school must turn off and store these devices out of sight for the school day - from arrival to departure. Phones may be stored in backpacks, pockets, or small bags students carry with them. Phones that are seen or heard during the school day will be confiscated, and will be returned to a parent or guardian. Repeated misuse of cell phones will result in loss of right to bring the phone to school.

Per our student handbook, our policy has always been:

*Students are permitted to have a cell phone at school. However, cell phones are to be turned off and must not ring or vibrate during the school day. Phones are to be stored in lockers or out of sight; teachers may request that students place cell phones in a basket or box at the beginning of each class period and retrieve it at the end. Phone calls or texting is not allowed during school hours without teacher permission. Students who text or use their cell phone for any purpose during school hours without permission will have their phone confiscated until the end of the day. Repeated misuse of cell phone and texting will result in a loss of the privilege of having a phone in school.*

*In general, the use of personal music, video, and electronic gaming equipment (iPods, hand-held electronic games, etc.) is the same as for cell phones. These devices should be turned off and stored out of sight during school hours. **Teachers may, at their discretion, authorize use of headphones for specific instructional purposes (e.g. "Quizlet") during class time.***

