

## MINUTES

### REGULAR MEETING OF THE EVERGREEN COMMUNITY CHARTER SCHOOL BOARD OF DIRECTORS April 16, 2015 – 5:30 P.M.

Meeting called to order at 5:39 p.m. by Dan Leroy. A moment of silence was held, and Leroy read the Evergreen Mission statement.

Present: President Dan Leroy, Secretary Kelly Stephenson, Michael Follo, Laura Branch, Kevin Kopp, Treasurer Aaron Slate, Susan Gottfried, Murphy Doty, Lori Hilliard, Ron Kelley, Lynn Player, Eben Heasley, Eric Howard (entered at 5:59pm)

Absent: Vice-President Annie Jonas

#### AGENDA:

##### 1. Visitor Recognition

The following visitors were recognized: James Wilson, Jo Giordano, Mark Deverges, Board-Staff Liaison Marni Fruge, Kathy Norris, Heather Tate, Chris Weaver, Jael Rattigan, Gordon Simmons, Stephanie Hellert, Sarah Holland, Cathe Bradshaw, Lydia Crystal, Don Diefenbach, Dallam Hart, Karen Lechner

##### 2. Minutes from Last Month

**Doty made a motion to approve the minutes from the March 2015 Board meeting with corrections. Gottfried seconded. The motion was adopted.**

##### 3. Correspondences Received

There were two correspondences received on the date of the board meeting. Dan distributed paper copies of these to board members. They are attached.

##### 4. Celebration of Success

Lori Hilliard was voted teacher of the year at Koontz Elementary! Evergreen 5<sup>th</sup> grade students created and debated bills this week. They were read to the board. Giordano escorted a group of 7<sup>th</sup> and 8<sup>th</sup> grade students to Peru over Spring Break; the travel service-learning experience was a huge success.

##### 5. Program Update

James Wilson and Jo Giordano gave an update on the EverAfter (after school) program. Daily care is the backbone of the program. The gymnasium has proved an excellent home-base for the program. There are currently 9 instructors. Clubs and Sports programs are also offered – these greatly improve revenue for the school. Noon dismissal days and all-day care have also been improved. The program houses over 100 students per day, and brings in a revenue of \$184K. This spring, the program was offered to non-Evergreen students. Two enrolled.

EverAfter has always been a self-sustaining program. Estimated total profit this year was \$17K, and the actual total profit is close to \$30K. Wilson and Giordano fielded questions.

##### 6. Discussion Items

###### a.) 2015-2016 Budget

A copy of the draft 2015-2016 budget approved by Finance at their April 14 meeting is attached. Also attached is an overview of assumptions, recommendations, short and long-term concerns and items to consider. The board will vote on the final budget at their May 2015 meeting. The proposed budget is very conservative.

Discussion regarding the draft budget ensued.

A No-Growth Task Force was formed to begin work on a no-growth business model (one which does not add additional students or classrooms). The NGTF made recommendations to Finance for the 2015-2016 budget. The Task Force is now asked to provide Finance with a sustainable no-growth option to consider for the 2016-2017 year. The NGTF is comprised mostly of staff members. Because a no-growth business model will likely require cuts to programs or staff, this puts a majority of the members of the NGTF in the position of considering cuts for their peers. This has created some discomfort amongst staff (those serving on the NGTF, as well as those not serving). The NGTF will meet in May to discuss this obstacle.

The proposed budget does keep the school on a living wage, and there are no cuts to any positions unless they were already going to be vacated. The Art Teacher will be taking a one-year leave of absence. A part-time position has been funded to help with coordinating and continuing the art enrichment.

The living wage threshold has been changed from \$11.85 to \$12.50. Much discussion ensued regarding the priority of keeping staff on a living wage. Staying on living wage compresses the staff salary ranges. New staff would be paid almost the same as a staff member who had been at Evergreen many years. Board members would like to see options for how to use increased savings if the new living wage threshold is not implemented. The savings would be in the vicinity of \$18K. Finance will look at other options that would fairly allocate the \$18K if living wage is not implemented. A straw poll was taken to determine the board's priority of remaining on living wage.

There was some concern regarding the Facilities line item in the proposed budget. The average cost for repairs should be around \$3/sq foot. This budget is actually less than \$1 per square foot. This is a risk, and if the budgeted \$10K is exceeded, funds would need to be drawn from line 25, "Unforeseen Expenses", or from the 100K line of credit available to us.

The 2016-2017 budget year will be a critical year for looking at a long-term sustainable budget.

#### **b.) Political Discernment (House Bill 557)**

Hilliard presented the findings of the Legislative Sub Committee. In 2003, the General Assembly adopted the "Nesbitt Amendment" which provided that money received from supplemental property taxes cannot follow a student if the student chooses a charter school outside the district. In 2010, the General Assembly passed the "Hackney Amendment", which allowed school districts to move moneys previously held in Fund 2 (money shared with charter schools) into Fund 8 (not shared with charter schools). This is why per-student allotments for charter school students decreased. In the last 12 months, there has been a movement to repeal these amendments. If these are repealed, Evergreen would be in the "black" immediately. In March, the Development Committee created a Legislative Sub Committee chaired by Lori Hilliard. The committee met in April, and their report can be found in the attached board packet.

Hilliard presented a plan of action from the Legislative Sub Committee. She also presented a position statement composed and approved by the Development Committee. Development brought it forward for approval from the board.

Position Statement about Charter School Funding:

A position statement is an official statement of the organization that outlines specific goals and establishes the group's general position on a public issue and its commitment to action on that issue. The Legislative Sub-committee proposed that the Board of Directors adopt the following position statement:

**The community of Evergreen Community Charter School believes that:**

**It is fair and beneficial for all children in North Carolina that per pupil allotments follow the child attending any North Carolina public school.**

**We are committed to:**

- **ensuring that if a student attends a charter school, the local school administrative unit in which the child resides transfer to the charter school an amount equal to the per pupil share of the local current expense fund of the local school administrative unit for the fiscal year.**
- **ensuring that charter schools receive an equitable portion of local current expense funding for the services provided by that school.**
- **forming collaborative partnerships with all public schools and supporting efforts to increase the amount of per pupil funding in all North Carolina public schools to the top 25% compared to other states.**

**Heasley made a motion to amend the first statement to read "it is fair and beneficial for per pupil allotments to follow any child attending any North Carolina public school, including charter schools." Kopp seconded.** Discussion ensued. The motion was amended by Heasley to read: **It is fair and beneficial for all children in NC public schools that per-pupil allotments follow any child attending public school in NC.** The amendment failed. The motion was then withdrawn.

The Development Committee representatives agreed that the position statement would be tabled to a future meeting. In general, the board agreed with the spirit of the position statement.

Board members questioned if Evergreen can participate in politics in this manner. Hilliard explained that the school can engage in grassroots lobbying (encouraging members of the public to contact legislators to support specific legislation) or direct lobbying (direct contact with legislators related to specific legislation), as long as it is not a “substantial part” of the school’s overall expenditures. The general consensus is that, as long as lobbying is not 5% or more of an organization’s annual expenditures, it is not a “substantial part” of its activities. An activity is “grassroots lobbying” if it (i) advocates for or against specific legislation and (ii) includes a “call to action” by asking recipients to contact their legislator.

The school cannot engage in what are known as “partisan political activities”—*i.e.*, it cannot advocate for or against a political party or a particular candidate. In other words, the school must engage only in issue advocacy.

Kelley then spoke to the specifics of HB557. House Bill H557 (Charter School Funds Bill) was filed on April 2, 2015. This bill is now in the Appropriations Committee (NC House committee) for study and work and will then go to the House Floor to be passed and then to the Senate. If the bill passes the Senate it will go on to the Governor. If this bill is passed, it would be effective for the 2015-2016 fiscal year.

The Legislative Subcommittee needs board support for following through with their plan. A Call to Action has been composed.

Many board members felt that if the bill passes, Evergreen could become a voice for a different way to partner with other public schools.

**A motion was brought forth from the Development Committee to approve the action plan (in attached board packet) in a manner that is consistent with the position statement discussed earlier in the meeting. The action plan and letter will be written by the Legislative Sub-committee, and signed by the Legislative Sub-committee. The action plan and letter will be approved by Gottfried before implementation. The motion was approved with Howard abstaining.**

## 7. Action Items

### a. New Hire

Mindy Allen, currently EverAfter Instructor will fill the vacated EC 1:1 position. **Gottfried made a motion to approve this new hire. Hilliard seconded. The motion was adopted.**

## 8. Committee Reports

### a. Finance

At the recent Finance Committee meeting, an item was discussed in closed session. The Finance Committee minutes should have reflected that the committee went into closed session.

Clarification was needed regarding discussion of the benefits of continuing as an Expeditionary Learning school. The Finance Committee weighed the financial benefits of EL, it was approved that this program will continue.

### b. Director

Clarification was as needed regarding the revenue from the visiting EL educators and the funds Evergreen receives for providing visiting opportunities. These funds will go into the regular operating account. This is a financial benefit of EL, as well as a source for continuing education and grants.

Clarification was needed regarding charter school law and board members. The new charter school law (see Director's report in attached board packet) will clearly change the make-up of the board. The office of charter school will not be enforcing those new policies until 2015-2016 school year (July 1). Gottfried asked an OCS consultant if Evergreen could challenge the new law, or grand-father in Dan Leroy so that he can remain on the board as the board president until his term expires. We can ask for an extension. The membership is such that we can have the same membership, with fewer voting members. N&E will continue to look at these by-law changes.

### c. Board Staff Liaison Report

No report. Fruge has received feedback from staff regarding salaries. This was discussed earlier in the board meeting.

### d. Development

Clarification was needed regarding the Evergreen Fund – we have already raised more this year than proposed in the 2015-2016 budget.

e. Nominating & Evaluating  
No clarification was needed.

f. Facilities / Master Plan / Building  
Clarification was needed regarding the church interested in renting the gym, and the potential of using the endowment interest to fund a consultant for organizing gym rental (see development report).

g. Grievance  
The Grievance committee did not meet.

h. School Improvement Team  
No clarification was needed.

i. Executive  
No clarification was needed.

j. Diversity  
No clarification was needed.

**9. Personnel or Legal Matters** (*closed session*)

**At 8:04pm, Slate moved to go into closed session to discuss personnel matters. Doty seconded. The motion was adopted.**

**At 8:35pm, Stephenson made a motion to come out of closed session. Howard Seconded. The motion was adopted.**

**Heasley made a motion to adopt the minutes from the January closed session meeting as read. Slate seconded. The motion was adopted with Player and Branch abstaining.**

**10. Items for Next Month's Agenda**

2015-2016 Budget Vote, Program Update: Title I Neurofeedback, Discuss new SBE policy and by-law change, Update on HB557, Annual Meeting

**11. Reflection**

Volunteers were honored and respected.

**Meeting adjourned by Leroy at 8:43pm.**

Respectfully Submitted,  
Kelly Stephenson

**EVERGREEN BOARD OF DIRECTORS - BOARD PACKET**  
**APRIL 16, 2015 – 5:30 P.M.**  
**LUNCH ROOM**

*Mission: Evergreen Community Charter School is a learning community committed to the pursuit of excellence in the holistic education of mind, body, and spirit. We prepare students for successful lifelong learning, social responsibility, environmental stewardship, and service. We value the voice of every member of our community.*

**AGENDA:**

- |  |               |
|--|---------------|
| 1. Visitor Recognition   | 3 min         |
| 2. Approve Minutes from last month – SEPARATE ATTACHMENT           | 1 min         |
| 3. Correspondences Received  | 0 min         |
| 4. Celebration of Success  | 5 min         |
| 5. Program Update: EverAfter                                       | 15 min        |
| 6. Discussion Items (items that need discussion for future action) | Total: 65 min |
| a. 2015-2016 Budget  | (45 min)      |
| b. Political Discernment (House Bill 557)                          | (20 min)      |
| 7. Action Items  | Total: 5 min  |
| a. New Hire  | (5 min)       |
| 8. Committee Reports (clarifying questions please)                 | Total: 40 min |
| a. Finance   | (5 min)       |
| b. Director  | (5 min)       |
| c. Board Staff Liaison Report                                      | (5 min)       |
| d. Development   | (5 min)       |
| e. Nominating & Evaluating   | (2 min)       |
| f. Facilities / Master Plan / Building                             | (5 min)       |
| g. Grievance   | (0 min)       |
| h. School Improvement Team   | (0 min)       |
| i. Executive   | (2 min)       |
| j. Diversity   | (5 min)       |
| 9. Personnel or Legal Matters ( <i>closed session</i> )            | 0 min         |
| 10. Items for <u>next month's</u> agenda – May 21, 2015            | 5 min         |
| 11. Celebration of Success   | 5 min         |
| 12. Reflection   | 5 min         |

Adjourn

## **MINUTES - March 19, 2015:**

See separate attachment.

## **BOARD CORRESPONDENCE:**

None.

## **DOCUMENTS FOR DISCUSSION ITEMS:**

### **a. 2015-2016 Budget**

The Finance Committee met on Tuesday, 4/14. Their notes regarding the 2015-2016 budget will be emailed separately.

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### **b. Political Discernment (House Bill 557)**

#### **Legislative Sub Committee Report submitted by Lori Hilliard**

Position Statement about Charter School Funding:

A position statement is an official statement of the organization that outlines specific goals and establishes the group's general position on a public issue and its commitment to action on that issue. The Legislative Sub- committee would like to propose the position statement below for the Board of Directors to adopt.

**The community of Evergreen Community Charter School believes that:**

**It is fair and beneficial for all children in North Carolina that per pupil allotments follow the child attending any North Carolina public school.**

**We are committed to:**

- **ensuring that if a student attends a charter school, the local school administrative unit in which the child resides transfer to the charter school an amount equal to the per pupil share of the local current expense fund of the local school administrative unit for the fiscal year.**
- **ensuring that charter schools receive an equitable portion of local current expense funding for the services provided by that school.**
- **forming collaborative partnerships with all public schools and supporting efforts to increase the amount of per pupil funding in all North Carolina public schools to the top 25% compared to other states.**

#### **Information on House Bill 557:**

House Bill H557 (Charter School Funds Bill) was filed on April 2, 2015- it repeals the Hackney/Nesbitt amendments with some changes- This bill is now in the Appropriations

Committee (NC House committee) for study and work and then go to the House Floor to be passed and then to the Senate. If the bill passes the Senate it will go on to the Governor. If this bill is passed, it would be effective for the 2015-2016 fiscal year.

House Bill H557 is an act to provide for the type of funds to be included in the local current expense fund of a local school administrative unit and transferred to charter schools on a per-pupil basis.

Hackney Amendment- June 2010- Expanded the list of “restricted” moneys that districts may move to “other funds” not shared with charter schools. More types of money were moved out of Fund 2 (shared with charters) to Fund 8 (not shared with charters) ----- Allowed school districts to share less money with charter schools.

Nesbitt Amendment- 2003- kept charter school students from using per-pupil share of supplemental taxes for schools outside the district. A student cannot benefit from the supplemental taxes her parents pay if she attends a charter school outside her district.

This Committee will create a letter to the Evergreen community with our newly adopted position statement (if passed by the board) explaining HB557 and providing the opportunity to write a letter or call their legislator about this bill.

\*\*We hope to have a draft of both letters by Monday

**The committee has created the following action plan for the HB557 :**

**PRELAUNCH** (Now- April 16th Board Meeting)

- Get legislative contact database done
- Get one page sample letter for community members to send
- Finalize the outline of the Plan....not perfect but solid and actionable
- Give community members talking points outline for those that want to make phone calls
- Get one page Call To Action Letter to community members assembled and done
- Get other Charters involved.
- Identify all connections that we have to local Legislators
- Hold H557 Legislative Workshop in Cornelius to build support and promote H557
- Gather staff personal e-mail addresses for communicating about political matters.
- Gather Evergreen community e-mail addresses
- Give our Evergreen Action a name “Have a Voice for Evergreen”?

**PHASE I.....WORK APPROPRIATIONS COMMITTEE TO GET H557 TO HOUSE FLOOR**

- Communicate to parents/others make contacts to Appropriations Committee via email and/or phone, Ask for their support to move it to the House Floor and vote FOR.
- Establish contacts in Raleigh for follow up. Professional non-rant squeaky wheels get attention
- Work to inform specific Appropriation Committee Members that we have personal connections with.

- Start making contacts to other Legislators ...inform, want their support and commitment to vote FOR
- Be prepared to go to Raleigh to speak in support

#### **PHASE II....H557 GOES TO HOUSE FLOOR**

- New push to remind House members and ask for their FOR vote and to influence their colleagues
- Work to inform specific House members that we have personal connections with.
- Be prepared to go to Raleigh to speak in support during public comments
- Communicate again with Evergreen Community members about “Voice for Evergreen”.

#### **PHASE III....BILL GOES TO THE SENATE**

- Be prepared to go to Raleigh to speak in support during public comments
- New push to remind Senate members and ask for their FOR vote and to influence their colleagues
- Communicate again with Evergreen Community members about “Voice for Evergreen”.
- Work to inform specific personal connections in the Senate

#### **PHASE IV...BILL GOES TO THE GOVERNOR**

- Communicate again with Evergreen Community members about “Voice for Evergreen” (e-mail campaign to the governor)
- Identify and contact connections to the Governor
- He needs to know the importance and NOT VETO IT FOR SOME SMALL REASON OR INCORRECT INFORMATION.

#### **DOCUMENTS FOR ACTION ITEMS:**

##### a. New Hire

**Mindy Allen**, currently EverAfter Instructor, to move to fill vacated EC 1:1 position.

#### **COMMITTEE REPORTS:**

##### **A. FINANCE COMMITTEE**

The Finance Committee met on Tuesday, 4/14. Their minutes will be emailed asap.

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## **B. DIRECTOR'S REPORT**

### **Director's Report – March-April 2015**

#### **1. Accountability**

#### **2. Safety**

#### **3. Finance**

Business Manager Gordon Simmons and I drafted a budget for 2015-16 that does not include growth in student body and cuts budget lines below what would contribute to a quality program. These one-year cuts will need to be restored in 2016-17 in order to return to programming that is of a caliber our community expects and aspires to. See Finance Report for more detail.

#### **4. Development**

I have met twice with grant-writing volunteers and have another meeting later this week with another volunteer. Advice from fund-raising professionals was to spend as little as possible on grant writing, as that is not where the major source of funds will be found. That said, the volunteers and I have a good plan to write up a grant project related to Science Technology Engineering Arts and Math (STEAM) that could fund existing and enhanced efforts. Jaime Roscoe has identified seven strong potential sources for funding. See Development Report for additional info on plans for pursuing major gifts.

#### **5. External Policy/Legal/Political**

State Board of Education (SBE) policy regarding charter schools was changed in March. New requirements include:

- No voting members of the board shall be an employee of a for-profit company that provides substantial services to the school for a fee
- No employee of the school shall be immediate family to any member of the board
- No employee of the school shall be a voting member of the board
- No teacher or staff member that is immediate family of the chief administrator shall be hired without the board evaluating their credentials, establishing a structure to prevent conflicts of interest, and notifying the Department that this process occurred.

We will need to make changes to our bylaws and policies to align with new SBE policy by the beginning of our 2015-16 school year.

#### **6. Board Policy**

#### **7. Strategic Goals/ Operating Plan**

##### **Salary Scales**

I presented several scenarios for salary scales to staff last month. These scales aligned all of our staff positions, with the exception of Development Director, with similar positions as described in state manuals. Scenario A puts everyone on a state salary scale and costs approximately \$77,000 more than our current rates of pay (this is based on current employees). Scenario A pays licensed employees such as teachers according to the number of years on their license (i.e., DPI determined) and pays other employees who don't need licenses such as associates and office staff according to the number of years worked at Evergreen. A revised Scenario A that costs the same as our current

salary expense is to put all on the salary scales and then cut everyone's salary by 3.7%. Scenario B is the same as A except in Scenario B, employees who don't need licenses are paid according to the number of years of related work experience at Evergreen and outside of Evergreen. This can be a very subjective interpretation. Scenario B costs \$108,700 more than our current rates of pay. A revised Scenario B that costs the same as our current salary expense is to put all on the salary scales and then cut everyone's salary by 5.1%. Staff weighed in on the pros and cons to the scenarios but the timing for implementing any change is dependent on a sustainable business model.

#### **Education Consultancy - EvX**

No specific actions this month. If this consultancy is to be viable, we need a business plan, someone to run it, and some money to pay the person running it.

#### **Lab School**

No specific actions this month.

#### **Review Staffing Model**

#### **Expand EverAfter**

EverAfter is now open to non-Evergreen students. Two students from Haw Creek Elementary take their school bus from school to EverAfter. These are children of a new staff member.

#### **Increase Ethnic Minority Student Applicants**

#### **Recruit Ethnic Minority Faculty & Staff Applicants**

#### **Create Sustainable Holistic Education Model**

The Holistic Education team met three times to discuss different models of holistic education. There was some concern that Expeditionary Learning was not given equal/adequate "air" time in the discussion. This will be further examined by SIT this week.

### **8. School Improvement**

#### **Expeditionary Learning**

A group of educators from a school in Charleston, WV will visit us on April 24 to learn more about EL. The principal of a new charter school in Utah will be doing a week-long residency at Evergreen to learn specific strategies, structures, etc. for implementing EL in her school. Evergreen receives \$1000 for providing this opportunity.

### **Professional Learning and Leading Communities (PLLCs)**

#### **9. Personnel**

Staff morale has been significantly affected by talk of changing business models. Although the board responded to staff and parent requests to form a task force to create a no-growth model, staff soon realized that being in a position to even consider staff cuts was not a role they wanted to assume. Generally, the representatives on the task force as well as those they spoke with about others' ideas for cuts found themselves in extremely uncomfortable positions. I regret that I did not stand firm on my belief that administrators and board members should hold these responsibilities and not put staff in that position.

Staff members returned letters of intent for next year. Almost everyone indicated a desire to return. A couple indicated desire to return contingent on change in salary or grade placement. Kathy Millar, 7/8 language arts teacher, will not be returning from sabbatical. Chris Weaver, 3<sup>rd</sup> grade lead, will not be returning. Two EverAfter staff will have new babies and will not be returning. EC teacher Jennipher Spector will be moving out of the country.

April Dorion, EC 1:1 Associate resigned from that position as of April 10 but will continue working in EverAfter. Mindy Allen is prepared to take her place. EC teacher Jessica Williams will begin maternity leave in early May.

**NEW HIRE:**

**Mindy Allen, currently EverAfter Instructor, to move to fill vacated EC 1:1 position.**

**10. Curriculum and Instruction**

Two Odyssey of the Mind teams competed in the state finals on April 11. While they didn't win medals, they had a great time and enjoyed the "send off parade" in the halls at school on Friday. The OM experience has been a valuable opportunity for our young creative learners.

Exhibition Nights went well and parents seemed to enjoy engaging with their children's products and performances. Students seemed proud to share their work and new knowledge with visitors.

For the fourth year, Librarian Laura Branch led the school through the NC Children's Book Award program. Staff and guest readers read picture books to classes at all grade levels and students voted on their favorite book.

**11. External Work**

**College Partnerships**

Annie Jonas' Ed Psych students (Warren Wilson College) recently completed another semester observing and teaching a lesson in Evergreen classrooms.

**Other Partnerships**

EE Coordinator Marin Leroy is developing a partnership with a local farmer to augment our small student supported agriculture with his community supported agriculture this summer.

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**C. BOARD STAFF LIAISON REPORT**

No report.

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**D. DEVELOPMENT**

Development Committee Report

Meeting: April 13, 2015

Evergreen Fund—Erin Hebbe and Erica Anderson reporting.

We have \$106,499 in hand for the Evergreen Fund. If all pledges are paid fully, the total will be \$121,069. Figures within Evergreen's accounting system are not matching up fully because of fees charged for pledges made through the Network for Good website; Erin is working to reconcile those numbers.

Grandparents' Day, on April 17, is the next significant opportunity to make an ask for the Evergreen Fund. The plan is to show the video used for the Evergreen kickoff and have Lynne Caldwell (whose son is featured in the video) make a brief ask afterwards. The ask will center on the gap between the cost of an Evergreen education and funds received from state and local sources. The committee favored emphasizing the Evergreen Fund at Grandparents' Day over a request for chair-naming donations because the actual cost of chairs (\$56) is greater than the naming donation we have used to this point (\$50).

Erica reported on grade-level house parties to celebrate Evergreen, thank those that have contributed to the Evergreen Fund, and give others a final chance to contribute this year. The committee discussed good locations and times for the parties. Members planning to host a party can contact Erica for information.

Erin reported on folks who had donated to the Fund in previous years but not yet made donations this school year. Susan and a board member will try to meet with those who have donated \$1,000 or more in a prior year. For those making donations of between \$500 and \$1,000, a board member will make a personal phone call. The committee and others will write personal notes to those who made previous donations between \$100 and \$500. Folks making smaller donations will get a more generalized mailing asking if they can contribute this year.

Brian Davis discussed the Endowment fund. Currently we have approximately \$53,000 in the Endowment fund with the Community Foundation (CFNC). We are allowed to withdraw close to \$3500 of this for a portion of the budget. Scott suggested to select current line item. This was discussed for transportation or technology. Lynne suggested we investigate measures to use a portion of the \$ to rent out the Gym (possibly hiring a contract lawyer, etc.) and market the opportunity. Brian will look in to this.

Lori introduced and explained the position statement and the committee approved this to move forward to the board of directors. (Legislative Sub committee report submitted to Board earlier.) Lori introduced Bill H557 which directs Local Expense funding back into Charter Schools ensuring that funding follow the student in all public schools. Committee agreed to take action and assist in advocating for this bill.

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## **E. NOMINATING & EVALUATING REPORT**

Nominating and Evaluating Committee

Meeting Date: April 6, 2015

Members Present: Michael Follo, Susan Gottfried

N&E Committee continued to focus on Board membership, and especially the need to find a replacement for Aaron Slate, who will be leaving the Board and stepping down as Treasurer and Finance Committee Chair in December. This is a critical position at any time—but especially now, given the ongoing discussion about financial models and school budget. Likewise, recent Board/community action on a food allergy policy has reinforced our desire to recruit a new Board member who is a health-care professional. Any input/recommendations on one or both of

these positions from Board members would be welcome. Please share your ideas with Susan or Michael.

In November, we created a new Board Profile survey and distributed it to Board members as a first step in updating our Board database and getting a better sense Board member interests and connections. We are now planning a second Board survey as part of the broader Evergreen assessment process. In order to have a basis for comparison, we will use the same CRE (Community Resource Exchange) Board Questionnaire that was used previously. Our plan is to have Board members complete the survey after the May Board meeting and compile results for discussion at the June meeting. Follo offered to create an online version of the survey to make it easier to conduct the survey and collect the data.

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## **F. FACILITIES COMMITTEE REPORT**

**Facilities Committee Report – April 10, 2015 from 8:15 AM to 9:50 AM**

**Participants: Chuck Krekelberg, Bob Oaks, Jeff Fleagle, Steve Olin, Gordon Simmons, Jason Anderson, and Murph Doty**

**Not in Attendance: Mike Keen and Susan Gottfried**

### **Discussion items:**

No corrections were made to the March Facilities Committee Report

#### Past Business

- A furnace was replaced in March at a cost of \$3,500, which was taken from the Facilities Preventative Maintenance Account.
- Requested changes/modifications were completed to correct the issues identified during the Fire Marshals inspection earlier this year at a cost of approximately \$1,000. There are a few clarifying questions that need to be answered but we are in compliance and the re-inspection is anticipated any day. This inspection was more thorough/stringent than in years past.
- A summary on the status of growing the schools enrolment. Facilities Committee members were encouraged to join the “Expansion Business Model Working Groups”.
- A summary of the status of the Budget Task Force that is looking at austerity measures during this upcoming bridge year.

#### New Business

- Preliminary discussion on summer work (money permitting):
  - Complete year three of three of the “White Board” project adding white boards to the remaining classrooms (\$6K)
  - Remodel middle school boys bathroom (\$4K)
  - Standardize entry door keys (re-key) in main building so that it is not such a piece-meal approach (\$5K)
  - Remodel (paint and up-fit) lunchroom/multi-purpose room in middle school wing (\$300)
  - Perform athletic field lawn maintenance and over-seed (\$1K)

- Facilities Preventative Maintenance Budget update – \$25K currently remains in the budget, which does not accounting for any funds that may be needed for the anticipated summer work.
- Due to performance issues of our current alarm system/monitoring service, coupled with the potential integration with the gym, Bob will solicit bids from other security firms.
- The Underground Storage Tank closure is progressing; however, the State has requested that Asheville Christian test the new irrigation well, which is scheduled to be de-winterized in the coming weeks.
- Bob has identified a Church that has interest in renting the gym on Sunday mornings. Additional information is forthcoming.

Action Items

- Several members of the Facilities Committee will be on the Expansion Business Model Working Groups” focused on Modular Classrooms and will consult with the City of Asheville regarding steps to getting a Level 1 Review for permitting.

Next Regularly Scheduled Committee Meeting: Friday, May, 8<sup>th</sup> 8:15 AM  
Submitted by Murph Doty

**G. GRIEVANCE REPORT**

Grievance Committee did not meet.

**H. SIT COMMITTEE REPORT**

SIT met on 4/15/16, their report will be handed out at the board meeting.

**I. EXECUTIVE COMMITTEE REPORT**

**Executive Committee Meeting - April 7, 2015**

Attendees: Susan Gottfried, Dan Leroy, Annie Jonas, Kelly Stephenson, Aaron Slate

Meeting called to order a 5:45 pm

Policy Changes from State Board of Education

Committee discussed the new Board Member policy changes from st occur by the start of new school-year. All policies will impact us long-term and there are immediate impacts: no board member can be a family member of employee and no employees can be voting members of board. Long term impact: for future consideration: People with whom Evergreen does business

cannot be on the board. Individual cannot be on the board if he/she does substantial business to school.

Strategies for mitigating: Can we approach legislature and ask to be grandfathered in (until Dan rotates off board). If not, Dan will need to step down in July and transition to a committee (add someone new on executive). Next steps: Discuss possibility with Lori and Michael about joining Executive.

N & E is making good connections for pipeline for board from here.

#### House Bill 557

As of April 7, 2015 the provision to repeal the Hackney/Nesbitt Amendment has moved through the rules committee. Ron is keeping people up to date about how bill moves through committees. Discussion about how board can take an official position on this without necessarily agreeing with all the details of the bill while also recognizing that we cannot lobby, as a board for or against this bill.

Dan shared input from representative he spoke to: Considerations if funding does come through: 1) How will this impact the way Evergreen considers its role in public education and serving local children (addresses achievement gap)? 2) Political conflict with traditional public school advocates will be ramped up if funding comes through so be prepared for this conflict with local LEAs. 3) There will be some difficult decisions to ensure that Evergreen approaches this issue with integrity.

This effort is intertwined with philosophical and political arguments about school choice and the equity involved with school choice. Evergreen has to consider how to be accountable to the larger concerns about public education in our community.

Lori is preparing a position statement about the bill, for possible board adoption, at next board meeting. Ron will lead a discussion about the bill at next board meeting. Discussion ensued about how to carefully share the position statement with parents without implying that parents should take action one way or another. We can provide contact information for parents who are working on the issue if parents want to follow up.

#### No Growth Taskforce Update

Kelly updated on taskforce's work on the bridge budget. The taskforce has finished its work and will submit recommendations to Finance. Staff does not want to discuss staff cuts as part of the bridge budget and are not at a place to think about this as part of sustainable longer term budget either. It has been a challenging process for staff to give input on difficult decisions regarding other staff positions. Discussion ensued about the need to reevaluate the task force role from here via a check-in process facilitated by Annie, Kelly and Dallam in the near future.

Meeting adjourned at 7:45 pm.

## **J. DIVERSITY COMMITTEE**

Diversity Committee Meeting — March 18, 2015

Present: Susan Gottfried, Eben Heasley, Kriya Lenzion, Shelley Booth, Lynn Caldwell

### 1. Increase ethnic and other minority student applications

Lynn shared the new flyer to help promote enrollment at Evergreen. She also shared about an upcoming networking meeting with a community leader from Shiloh to exchange information about gardens and Evergreen.

Action: none

### 2. Stand Against Racism

There is a lot already going on around the same time as this event (4/17 is Grandparents Day, 4/20 Earth Day and 4/24 Stand Against Racism). We will combine this year's activities with the Habits of Scholars theme of Gratitude. With that in mind, we reviewed the list of 3rd Grade Heroes of Asheville and came up with a short list of local heroes that connect to social justice. We will have a photo and short description posted for each hero so students and visitors on Grandparents day can write thank yous to the heroes for their work.

Action: Eben circulated the list to the Diversity Committee and the group highlighted social justice heroes. Lynn will go on the m:/drive for photos and work with Kriya and Mary Ann (hopefully) to format the pictures. They will be ready by Grandparents Day.

### 3. Review of Operational Plan Goals

We took time at the end of the meeting to review how the Committee's work is continuing to move forward with the Operational Plan.

Action: Shelley updated Operational Plan Initiatives 1 and 4.

Next meeting: May 13, 2015 at 8:30 am in Susan's office

Submitted by Shelley Booth

## Finance Committee Meeting May 20, 2015

Meeting called to order at 8:20 am.

Present: Aaron Slate, Eric Levy, Gordon Simmons, Susan Gottfried

Absent: Dallam Hart, Murph Doty

### 2015-16 Budget Revised Proposal Review

Susan presented new budget proposal to committee that takes into account findings from May16 that two sections of the expenses were not calculated into the Total Expense line and other line item discrepancies. This resulted in a deficit of approximately \$78K to the budget from May 12 Finance Committee meeting.

Suggestions considered to re-balance the budget included:

1. Start with "Budget 4" that the Finance Committee approved (pending fine tooth review)  
Committee agrees.
2. Plan on a 1% instead of 2% cut to state revenue  
Committee agrees based on best information we have from Raleigh and comfortable with the \$23K use from Unforeseen Expenses. Saves \$23K
3. Cut the half-time Director of Development (those duties fall to Executive Director; ED passes some other duties to Associate Directors)  
Committee cautiously agrees. This position is the position that raises money for the school. ED will need to focus on this. Saves approximately \$24K
4. Put 1.92% (instead of 2%) of Total Revenue into Unforeseen Expenses  
Committee agrees. Saves \$3K
5. No re-distribution of the \$10K + taxes and retirement taken back from associate teachers (only employees on state scale would get an increase in pay for years of experience). In other words, the set dollar amount to re-distribute is \$0  
Committee agrees. Saves \$12K
6. We recently got a \$10,000 grant to help pay for the Learning Center startup costs so that helps the bottom line.  
Committee agrees. Adds \$10K
8. Additional miscellaneous revenue and savings total \$5K  
Committee agrees. Saves 5K

This leaves us with a \$370 surplus instead of \$5,000.

Simmons suggested taking \$10K out of Building Repairs line and distributing it across employees not on teacher scale. Discussion followed. Committee did not choose to move on this at this point but recognize it is something that can be considered and changed in the future.

This budget would remain balanced **IF** teacher state salary scale does not change from what is currently published. Committee discussed the idea of paying teachers according to the currently published state scale rather than committing, as we have been, to paying according to an unpublished state scale.

Committee discussed this as being a financially sound decision but it is more than a financial decision and the Board would need to consider this idea.

This budget does not include new expenses that might be incurred with a new business model.

**Slate moves to adopt changes to previously approved budget proposal and bring new balanced budget proposal to Board. Seconded by Simmons. All in favor.**

The committee discussed funding options should state funding remain stable (or increase). These include:

Spend some or all surplus funds on:

- Distribute across all non-state scale employees, in weighted amounts
- Assure that all teachers are at appropriate pay rate if new scale is published (if Board chose to freeze teacher salaries at currently published rates)
- Hire part time Director of Development
- Re-fund the line items that were cut for year of austerity (part time IT person, substitutes, professional development, instructional supplies, travel, building maintenance fund , textbooks advertising)

Do not spend it at all.

Meeting adjourned 10:30.

**EVERGREEN COMMUNITY CHARTER  
BUDGET REPORT - PROJECTED**

**S3 - no LW; no AT stipend; AD=Tchr Scale**

Major assumptions: 1% cut in state funding; no change in local rev from LEAs; teachers stay on salary scale, 1.92% for unforeseen exp; cut DDSee other assumption in NOTES tab

2015-2016		2015-2016
ADM	444	4,557.82
EC	67	3,492.83
NCVPS		
F&F		
		\$2,023,672.70
		\$234,019.54
		\$2,257,692.24

may be 68

**REVENUE**

**STATE**

	2015-2016
Rev - Indian Gaming	\$590.00
Rev - Special State Reserve 063	\$0.00
<del>Rev - Federal Risk Pool Funds</del>	
Rev - Charter Schools 036	\$2,257,692.24
Rev - Capital Revenue	
<b>TOTAL STATE REVENUE</b>	<b>\$2,258,282.24</b>

**NOTES**

net 0; if no new student, will be funded through Fed Risk Pool  
this line is in Federal Rev

**LOCAL REVENUE**

Rev - Sales Tax	\$5,000.00
Rev - Field Trip	\$45,000.00
Rev - Rental of School Property	\$3,183.30
Rev - Contributions & Donations	\$0.00
Rev - Contributions - Evergreen	\$99,350.00
Rev - Gym Renovations	\$0.00
Rev - Interest Income 9603 MM	\$0.00
Rev - Interest Income 4514 MM	\$40.00
Rev - Interest Income SELF 0377	\$0.00
Rev - Interest Income SELF 2206	\$255.00
Rev - Various	\$1,000.00
Rev - Fund Balance Appropriated	\$20,000.00
Rev - Asheville City Schools	\$257,163.48
F & F - Asheville City Schools	\$3,447.36
Rev - Buncombe County Schools	\$600,702.72
F & F - Buncombe County Schools	\$8,359.68
Rev - Haywood County Schools	
Rev - Henderson County Schools	
Rev - Madison County Schools	
Rev - Grants	\$20,000.00

net 0

historical is \$55K -10K for OB from Glass instead

see Property Rental tab

unexpected gifts to classrooms, increase IS when gifts are rec'd

benchmark for strategic goal:14.5% of \$3.5million=507,500; 507,500-other local rev=341966

account closed

FCB MM

account closed

sub reimb, insurance reimb, refund for over-pd bills, unanticipated

20000 left from 2014-15 budget, no direct rev line

\$161.13/month/student - estimated 133 students

3447.36

\$160.96/month/student - estimated 311 students

8359.68

Glass Foundation for OB (10k); Rolander for Learning Ctr. (10K)

	2015-2016	NOTES
Rev - Clubs - Music	\$5,384.00	fees + gigs; pays for SF salary
Rev - Clubs - Science Olympiad	\$1,500.00	net 0
Rev - Clubs - Yearbook	\$5,250.00	sell 250 @ \$21
Rev - Clubs - Odyssey of Mind	\$500.00	net 0
Rev - PE Ski	\$16,000.00	net 0
Rev - Fundraising - General	\$5,000.00	t-shirts, restaurant proceeds, boxtops, theater tix
Rev - Fundraising - Library - 354	\$5,000.00	2 bookfairs, for library program
Rev - Boosterthon	\$40,000.00	for operating
Rev - Fundraising - Compassion - 358	\$4,000.00	net 0
Rev - Fundraising - Orig Art - 359	\$3,700.00	50% for art program, 50% for operating
Rev - Fundraising - Coffee 6th	\$7,000.00	for 6th eoy trip
Rev - Fundraising - Vending - 362	\$0.00	for 7th eoy trip - no fundraiser
Rev - Fundraising - Pizza & Lunch sales 8th	\$14,000.00	for 8th eoy trip and \$ ?? For office salary to administer program
Rev - Fundraising - Pictures - 364	\$2,300.00	for operating
Rev - Fundraising - Climbing Wall	\$500.00	net 0
Rev - Student Fees/Supplies	\$21,114.00	TF- all supply fees = \$40 adds net \$3132 (#st * \$45 * 90% scholarship)
Rev - Fundraising EE	\$4,340.00	
Rev - Fundraising Corporate Advertising	\$4,000.00	banners in gym \$2000*2
<b>TOTAL LOCAL REVENUE</b>	<b>\$1,203,089.54</b>	
<b>FEDERAL REVENUE</b>		
Rev - Title I Basic - 050		net 0 with Title I payroll expenses; for now = 0
Rev - IDEA VI-B Handicapped - 060	\$57,997.00	57997= 2014-15 amount
Rev - Improving Teacher Qual - 103	\$6,787.00	6787= 2014-15 amount
Rev - Risk Pool 114		net 0 with EC 1:1; for now 0
Rev - IDEA VI-B Spec Needs- 118	\$1,300.00	historical; restricted to "related services" pd
<b>TOTAL FEDERAL REVENUE</b>	<b>\$66,084.00</b>	
<b>FUND 5 REVENUE</b>		
Rev - EL Site Seminar	\$8,750.00	
Rev - Consultancy	\$382.40	
Rev - Before School Care - BS	\$8,325.00	raise fee to \$5, pays for 1 associate to be FT instead of PT
Rev - After School Care - AS	\$196,937.43	
Rev - Summer School Care - SC	\$66,900.00	
Rev - Learning Center	\$35,200.00	
<b>TOTAL FUND 5 REVENUE</b>	<b>\$316,494.83</b>	
<b>CAPITAL REVENUE</b>		
Rev - Loan proceeds FCIT		
	<b>\$0.00</b>	
<b>TOTAL REVENUE</b>	<b>\$3,843,950.60</b>	
<b>EXPENSES</b>		

**2015-2016**

**NOTES**

<b>1. Salaries &amp; Bonuses</b>		
▶ Salary - Teacher	\$954,785.00	
Salary - Teacher 050	\$0.00	
Salary - Lead Teacher 050	\$0.00	
▶ Salary - Assistant	\$277,056.74	
Salary - Tutor	\$0.00	
▶ Salary - Substitute	\$7,000.00	TF- Cut in half, make do in elementary, middle school? Was \$14,000
Salary - rolander & mcclure	\$0.00	
▶ Salary - EC Teacher & 060	\$223,450.00	
Salary - EC Assistant	\$0.00	
Salary - EC PRC 114 Risk Pool	\$0.00	
▶ Salary - Librarian, Guidance, Speech	\$131,921.00	
▶ Salary - Admin	\$183,600.00	
▶ Salary - Office Mmgt, Support, Development	\$129,146.00	
▶ Salary - Technology	\$29,659.00	
▶ Salary - Facilities	\$60,066.00	
Salary - Bonus	\$5,500.00	11 @ \$500; \$10K one-time stipend not distributed to returning Associates
<b>Total 1. Salaries &amp; Bonuses</b>	<b>\$2,002,183.74</b>	
<b>2. Benefits</b>		
▶ Social Security Cost	\$153,167.06	7.65% (Includes ALL PRCs)
▶ Retirement Cost	\$270,292.10	15.21% (2014-2015 rate) (Includes ALL PRCs) 15.5% est for 2015-16
Hospitalization Cost	\$274,074.00	5481.48 15-16 (see NOTES tab)
▶ Unemployment Cost	\$13,591.23	1.116% of first \$21,400/ee
<b>Total 2. Benefits</b>	<b>\$711,124.38</b>	
<b>3. Books &amp; Supplies</b>		
Board of Directors Supplies	\$300.00	
EC Supplies	\$2,720.59	
Instructional Supplies	\$29,173.00	TF- Eliminate school contribution to classroom.
Library books	\$2,900.00	library books purchased with bookfair proceeds
Memberships	\$9,810.00	AdvEd 725, Gifted 100, NCSCA Counselor 45 - check w/Kriya, EL 8800, NCASBO 30
Office Supplies	\$9,443.00	
Remedial supplies 050	\$0.00	
supplies rolander	\$0.00	
Postage	\$1,981.00	
Textbooks	\$0.00	(TF- Eliminate, pay for from instructional supplies) decreased from 5K in 2014 and from 3809 in 2015
Sales Tax Expense	\$5,000.00	
<b>Total 3. Books &amp; Supplies</b>	<b>\$61,327.59</b>	
<b>4. Technology</b>		
Internet Services	\$0.00	

	2015-2016	NOTES
Software - Instructional	\$7,783.00	
Software - EC	\$200.00	
Non-Cap Instr Hardware/Computers	\$5,260.00	
Non-Cap EC Hardware/Computers	\$0.00	
Software - Office	\$11,107.00	
<b>Total 4. Technology</b>	<b>\$24,350.00</b>	includes Blackbaud (BB/2=\$5k), offsite back up, web filter, server software, site lic,
<b>5. Equipment &amp; Leases</b>		
Non-Cap Equipment - Instructional	\$2,472.00	
Reproduction Costs	\$26,118.00	Copier leases
Non-cap equipment 063	\$0.00	
Non-Cap Equipment - Office	\$103.00	
<b>Total 5. Non-Cap Equipment &amp; Leases</b>	<b>\$28,693.00</b>	
<b>6. Contracted Student Services</b>		
Instructional Services	\$0.00	
EC Services	\$21,765.00	
Guidance Services	\$2,100.00	
Psychological Services	\$21,765.00	
Speech Services	\$0.00	
Field Trips	\$50,000.00	
<b>Total 6. Contracted Student Services</b>	<b>\$95,630.00</b>	
<b>7. Staff Development</b>		
Workshop Expenses 118	\$1,300.00	This will be net 0 with what we actually get from Federal
Workshop Expenses	\$1,000.00	TF- cut/eliminate what we can for 1 year was \$5913
Workshop Expenses 103	\$6,787.00	This will be net 0 with what we actually get from Federal
<b>Total 7. Staff Development</b>	<b>\$9,087.00</b>	
<b>8. Administrative Services</b>		
Advertising	\$1,635.00	reduced by 1700; use social media instead of print adv.
Audit Services	\$10,000.00	
Bank Fees	\$2,000.00	
Financial Services	\$60,680.00	ANS FINANCIAL
General Administration	\$0.00	
Legal Services	\$5,000.00	
POWERSCHOOL Services	\$0.00	ANS POWERSCHOOL, included in Financial Services line
Technology Support Services	\$0.00	Moved to Development budget contracted services
Human Resources	\$1,000.00	background checks increase from \$600
Unidentified Purchases	\$0.00	
<b>Total 8. Administrative Services</b>	<b>\$80,315.00</b>	
<b>9. Insurances</b>		
Workers Compensation	\$20,317.00	3% COL increase

	2015-2016	NOTES
<b>General Liability</b>	\$22,916.00	3% COL increase
<b>Scholastic Accident</b>	\$2,886.00	3% COL increase
<b>Other Insurance &amp; Judgments</b>	\$0.00	
<b>Total 9. Insurances</b>	<b>\$46,119.00</b>	
<b>10. Rents &amp; Debt Service</b>		
<b>Debt Service - Principal</b>	\$114,294.00	66293+48000 for gym loan
<b>Debt Service - Interest</b>	\$39,009.00	
<b>Building Rent</b>	\$0.00	
<b>Total 10. Rents &amp; Debt Service</b>	<b>\$153,303.00</b>	
<b>11. Facilities</b>		
<b>Architect Fees</b>		
<b>Building Repairs &amp; Maintenance</b>	\$24,455.00	
<b>Building Supplies &amp; Materials</b>	\$34,348.00	
<b>Contracted Custodial Services</b>	\$5,823.00	
<b>Custodial Supplies &amp; Materials</b>	\$11,209.00	
<b>Maintenance Reserve (unused+27K new)</b>	\$0.00	Moved to section 24 - reserve/contingency
<b>Contracted services maintenance</b>	\$5,545.00	
<b>Security Monitoring</b>	\$600.00	
<b>Total 11. Facilities</b>	<b>\$81,980.00</b>	
<b>12. Utilities</b>		
<b>Electricity</b>	\$25,000.00	increased to reflect gym usage (air conditioning) was \$21420
<b>Natural Gas</b>	\$3,500.00	Reduced for reflect 2014-15 actual was \$7,497
<b>Water &amp; Sewer</b>	\$8,492.00	
<b>Waste Management</b>	\$5,647.00	TF- Reduce Danny's dumpster \$120*12
<b>Telephone</b>	\$7,500.00	
<b>Total 12. Utilities</b>	<b>\$50,139.00</b>	
<b>13. Nutrition &amp; Food</b>		
<b>Contracted Food Services</b>	\$0.00	
<b>Food Purchases</b>	\$0.00	
<b>Food Supplies &amp; Materials</b>	\$0.00	
<b>Other Food - Board</b>	\$200.00	for Board retreat
<b>Other Food - Office</b>	\$1,000.00	SIT retreat, EOY staff party, birthday celebrations
<b>Total 13. Nutrition &amp; Food</b>	<b>\$1,200.00</b>	

2015-2016

NOTES

14. Transportation & Travel

Vehicle Rental & Lease	\$0.00
Vehicle Repairs Services	\$4,500.00
Vehicle Supplies	\$750.00
Vehicle Gas & Diesel Fuel	\$5,400.00
Contracted Transportation	\$0.00
License & Title Fees	\$900.00
Travel Reimbursements	\$1,000.00
<b>Total 14. Transportation &amp; Travel</b>	<b>\$12,550.00</b>

TF- emergency lease for trips

TF- Cut all travel (Some moved to development & workshop was \$2805)

15. Capital Expenses

Capitalized Instructional Equipment	\$19,497.00
Capitalized Instructional Hardware/Computers	\$37,300.00
Capitalized Building Equipment	\$0.00
<b>Total 15. Capitalized Expenses</b>	<b>\$56,797.00</b>

16. Fundraising Expenses

Climbing Wall	\$500.00
Coffee - 6th Grade	\$6,300.00
Compassion Fund	\$4,000.00
Library	\$2,100.00
Original Arts	\$0.00
Pictures	\$0.00
Pizza - 8th Grade	\$10,000.00
EE	\$1,670.00
<b>Total 16. Fundraising Expenses</b>	<b>\$24,570.00</b>

17. Clubs

Multi-Media	\$0.00
Music	\$200.00
Odyssey of the Mind	\$500.00
PE/Ski	\$16,000.00
Science Olympiad	\$1,500.00
Yearbook	\$5,250.00
<b>Total 17. Clubs</b>	<b>\$23,450.00</b>

net 5184 toward SF pay

net 0

net 0

net 0

net 0

**2015-2016**

**NOTES**

**18. Gym Renovations - 36**

Improvement to Existing	\$0.00
Contracted Services 367	\$0.00
Prof Fees - Architect & Engineer	\$0.00
Development Exp- Gym related	\$0.00
Furniture Fixtures & Equipment	\$0.00
Bank fees construction loan	\$0.00
<b>Total 18. Gym Renovations - 367</b>	<b>\$0.00</b>

**19. CASMT Grant Expenses**

Substitute Pay - CASMT	\$0.00
Supplemental Pay - CASMT	\$0.00
Social Security - CASMT	\$0.00
Retirement - CASMT	\$0.00
return unspent grant	\$0.00
Supplies & Materials - CASMT	\$0.00
Workshops - CASMT	\$0.00
<b>Total 19. CASMT Grant Expenses</b>	<b>\$0.00</b>

**20. Development**

Salary	\$0.00	See payroll tab; included in section 1
Social Security	\$0.00	See payroll tab; included in section 2
Retirement	\$0.00	See payroll tab; included in section 2
Hospitalization	\$0.00	See payroll tab; included in section 2
Unemployment	\$0.00	See payroll tab; included in section 2
Advertising	\$3,360.00	donor recognition, info session ads, ambassador t-shirts, t-you gifts, print annual rep-&HOWL
Building Rent	\$0.00	TF- for retreat, legacy donor party
Computer Software	\$6,800.00	Blackbaud Raisers Edge
Membership Dues, Fees	\$372.00	AFP
Office Supplies, Materials	\$1,200.00	
Food	\$500.00	legacy donor party, FLT thank you breakfast, st. ambassador food
Postage	\$740.00	MMS, USPS
Bank fees		charges for donations made via credit card, paypal, etc
Contracted Services	\$13,438.00	Website design, development consultant
Travel	\$175.00	
Workshop Expenses	\$100.00	
Boosterthon Expense	\$2,000.00	
Fundraising Expense General	\$1,805.00	includes banners (50), legacy chair tags (50), misc (100)
<b>Total 20. Development</b>	<b>\$30,490.00</b>	

**2015-2016****NOTES****21. After Care - AS - 385**

Salary - After Care - AS - 385	\$121,152.90
Social Security Cost - AS - 385	\$9,268.20
Retirement Cost - AS - 385	\$9,648.40
Unemployment Cost - AS - 385	\$1,352.07
Contracted Services - AS - 385	\$10,000.00
Supplies & Materials - AS - 385	\$11,000.00
<b>Total 21. After Care - AS - 385</b>	<b>\$162,421.56</b>

includes 5482 hospitalization

**22. Summer Care - SC**

Salary - Summer Care - SC	\$48,576.00
Social Security Cost - SC	\$4,217.11
Retirement Cost - SC	\$837.00
Contracted Services - SC	\$4,200.00
advertising	\$1,500.00
Supplies & Materials - SC	\$2,600.00
<b>Total 22. Summer Care - SC</b>	<b>\$61,930.11</b>

includes unemployment

**23. Learning Center**

<b>Total Learning Center</b>	<b>\$18,659.00</b>
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**24. El Site Seminar**

Supplemental Pay - El Site Seminar	
Social Security - El Site Seminar	
State Retirement - El Site Seminar	
Advertising - El Site Seminar	\$150.00
Contracted Service - El Site Seminar	
Other Food - El Site Seminar	\$3,201.00
Supplies - El Site Seminar	\$106.50
<b>Total 24. El Site Seminar</b>	<b>\$3,457.50</b>

**25. Reserve for Future Needs**

Building repairs, maintenance fund bal	\$30,000.00
Unforeseen Expenses	\$73,803.85
	<b>\$103,803.85</b>

20K carryover + 10K new set aside

1.92% of total revenue

**TOTAL EXPENSES****\$3,843,580.74****NET SURPLUS/(DEFICIT)****\$369.87**

## 2015-16 Budget Explanations

Presented by Susan Gottfried, 5.21.15

Even in a year of austerity, I believe that the internal inequity of salaries that we currently have is critical to address as best we can. To that end, I have identified salary scales to which we can aspire and, with Gordon, developed a plan for moving all employees toward salary scale. Note that currently teachers (leads, enrichment, EC) are on state scale. Every other employee is paid below what they would make on their respective scales.

### Step 1 – Create Salary Scales

These scales match each position at Evergreen with a similar position in NC public schools and were presented to staff in January.

Evergreen	NC Public Schools
LEAD TEACHER, EC TEACHER, ENRICHMENT TEACHER	TEACHER
ASSOCIATE TEACHER	ASSISTANT TEACHER GRADE 56
LIBRARIAN, COUNSELOR, SPEECH PATHOLOGIST, EE COORDINATOR	CERTIFIED INSTRUCTIONAL SUPPORT
ASSOCIATE DIRECTOR, EC COORDINATOR	AVERAGE OF ASSISTANT PRINCIPAL AND PRINCIPAL II
EXECUTIVE DIRECTOR	AVERAGE OF SUPERINTENDENT I AND PRINCIPAL III
DEVELOPMENT ASSOCIATE	OFFICE SUPPORT IV GRADE 61
STUDENT SERVICES COORDINATOR	STUDENT INFO DATA MGR GRADE 61
RECEPTIONIST, OFFICE ASSISTANT	OFFICE SUPPORT I GRADE 55
BUSINESS MANAGER 12 MO.	CENTRAL OFFICE ADMIN: FINANCE OFFICER LEVEL III
NETWORK ADMINISTRATOR 12 MO.	LAN ENGINEER GRADE 74
IT ASSISTANT 12 MO.	TECHNOLOGY TECHNICIAN I GRADE 64
MAINTENANCE STAFF 12 MO.	CARPENTER II, FLOOR MAINT. CREW LEADER, HVAC I, PAINTER I, PLUMBER II; GRADE AVG 61
CUSTODIAL STAFF 12 MO.	CUSTODIAN I GRADE 50
DIRECTOR OF DEVELOPMENT	[NEED COMPARISON]

While the ultimate goal may be to pay all employees according to those scales, giving credit for years of related experience outside of Evergreen, it is not possible to be at that point right away. Instead, I am proposing that we use the scales as guides and begin to move every employee closer to what they would make on that scale. The first step is to move people closer to what they'd make on the scale while crediting people in positions that require professional licenses in public schools (teachers, counselors, admin, speech pathologists, librarians) with the years of experience and degree approved by DPI. Others would initially be credited only with experience at Evergreen. To determine how much closer to scale to move people, we looked at several options.

### Step 2 – Begin to Correct Salary Scale Inequities

#### **Option 1 (rejected)**

Take a set dollar amount\* (i.e., what is available in the budget) and distribute it across those who are furthest from scale to bring them more in line with the percent of scale that others are below scale. Those closest to scale don't get raises, those furthest from scale get significant raises.

This seems to be the best way to even out the inequity but leaves many without raises (essentially cuts).

#### **Option 2 (proposed)**

Take a set dollar amount\* (i.e., what is available in the budget) and distribute it in weighted amounts across everyone who is below scale. So, for example, if employee A is \$10,000 below scale and the total amount all

employees are under scale is \$100,000, employee A would receive 1/10<sup>th</sup> of the funds available for distribution (adjusted for benefit expenses).

This means that everyone below scale gets a raise and moves closer to scale. Those furthest from scale remain furthest from scale.

### **Step 3 – Clear up the “one-time” decisions**

The other backdrop to the budget proposal for next year was formed by “one-time” decisions made by the board for associate stipends in 2014-15. These one-time increases were given to acknowledge the intent of the board to adjust the inequities in those positions while not locking in to increases the school may not be able to sustain. When that decision was made, the board did not consider other inequities in other positions. Additionally, administrators’ salaries were also in question earlier this school year. While they had been told their starting salaries were based on the teacher scale (times 12 months), their contracts had been written with dollar amounts. When teacher scale increased this year, the board needed to decide if they would keep admin on teacher scale or not. They decided to honor the intent of paying ADs on teacher scale and their contracts were re-written to reflect that decision. That decision was also a “one-time” decision, though I am unclear why. My guess is that the Finance Committee/Board wanted to adjust the inequity without future risk but we lost sight of the reason this was under consideration - the history of intention to pay according to teacher scale.

The difference between the two decisions is that associates were being given an arbitrary stipend (similar to an unplanned bonus) and administrators were being kept on a salary scale that they were told they’d be on (following precedent).

### **Step 4 – Identify where to begin when weighting the distributed amount**

When the Finance Committee met on May 12, they considered two proposals. Each took back any salary increases that had been given to keep people up with the *new* living wage. Each considered inequities of all positions.

One proposal (Budget 3) starts Associate Teachers where they were two years ago, before the one time increases, and moves toward salary scales rather than moves based on an arbitrary dollar amount. It starts Associate Directors on the salaries they were paid two years ago, before we matched our intention with the words on their contracts. This option was rejected by Finance on May 12, though not unanimously.

Another proposal (Budget 4) starts Associates Teachers where they were two years ago, and starts Associate Directors on teacher scale, which has been the intent for at least 7 years. This option was voted to bring to the Board, though not unanimously.

### **Step 4 – Identify the set dollar amount to redistribute**

On May 12, the Finance Committee thought there were funds in the budget to distribute. However, in going through the proposal with a fine tooth comb on Saturday, I discovered that two sections of expenses were not included in the spreadsheet formula for the Total Expense and there were other line item discrepancies. The effect is that we were actually \$78,000 in the red. My proposal to Finance on May 20 is as follows:

1. Start with "Budget 4" that the Finance Committee approved (pending fine tooth review)
2. Plan on a 1% instead of 2% cut to state revenue (initial budget proposal from House looks promising; if we get cut 2%, our Unforeseen Expenses dips from \$73,800 to \$51,000)
3. Cut the half-time Director of Development (those duties fall to me; I pass some of my other duties to ADs)
4. Put 1.92% (instead of 2%) of Total Revenue into Unforeseen Expenses

5. Keep teachers on the currently published salary scale (e.g. if state increases the scale for beginning teachers from \$33K to \$35K, we would be committed to paying \$33K; we would commit to paying everyone for their additional year of experience as listed on the current scale)
6. No re-distribution of the \$10K taken back from associate teachers (only those on state scale would get an increase in pay for years of experience). In other words, the set dollar amount to re-distribute is \$0.
7. Additional miscellaneous revenue and savings total \$5K

We recently got a \$10,000 grant to pay for the Learning Center startup costs so that helps the bottom line.

This leaves us with a \$370 surplus instead of \$5,000.

Pros:

No one loses their job.

No use of contingency funds.

Relatively consistent with what Finance voted for.

Maintains Unforeseen Expense line

Cons:

We are likely going to lose one or two valuable employees if they don't get a raise.

It is not as conservative as we'd like

We do not start people toward pay scales- internal inequity remains

#### **Step 5 – Identify funding priorities should state funding remain stable**

If we don't receive even a 1% cut from the state, if we get an increase in state funding, we might end up with surplus funding. It would prove helpful to existing staff to know what, if anything, we would do with that extra money.

Options (listed in my order of preference):

Spend some or all on:

- Assure that all teachers are at appropriate pay rate if new scale is published (potential cost of \$9900 for beginning teachers alone)
- Distribute across all employees, in weighted amounts as per Step 2 Option 2
- Hire part time Director of Development
- Re-fund the line items that were cut for year of austerity (part time IT person \$12K, substitutes \$7K, professional development \$5K, instructional supplies \$10K, travel \$2K, building maintenance fund \$14K, textbooks \$4K, advertising \$2K)

Do not spend it at all.