

## MINUTES

### REGULAR MEETING OF THE EVERGREEN COMMUNITY CHARTER SCHOOL BOARD OF DIRECTORS November 20, 2014 – 5:30 P.M.

Meeting called to order at 5:40 p.m. by Dan Leroy.

Present: President Dan Leroy, Vice-President Annie Jonas, Treasurer Aaron Slate, Secretary Kelly Stephenson, Ron Kelley, Laura Branch, Michael Follo, Ira Starr, Murphy Doty, Susan Gottfried, Lori Hilliard, Lynn Player, Eben Heasley, Tyson Miller, Eric Howard (entered at 6:19pm)

Absent: None

#### AGENDA:

##### 1. Visitor Recognition

The following visitors were recognized: Kathy Norris, Jason Carter, Brian Davis, Kryia Lenzion, Gordon Simmons, Marissa Walkenstein, Lee Walkenstein, Amy Dyer

##### 2. Minutes from Last Month

**The minutes from the October Board meeting were approved as corrected.**

##### 3. Correspondences Received

The board of directors received an email from board member Tyson Miller announcing his resignation as of January 1, 2015 due to a new position on the board of the Dogwood Alliance. The board regretfully accepted his resignation.

##### 4. Celebration of Success

8<sup>th</sup> grade Appalachian Shindig was a success!

Evergreen has completed another successful semester with Warren Wilson Ed-Psych students.

Happy Birthday to Director Susan Gottfried!

##### 5. Program Update

###### a. Warren Wilson College Intern - Ed Psych Project

The intern was unavailable, so this agenda item was tabled to a future meeting.

###### b. Crew Update

Crew Coordinator Kryia Lenzion presented an update on the Evergreen CREW Program. CREWs are groups of approximately 12 students from the same grade level, led by a faculty CREW Leader. CREWs meet within the school day and provide students an ongoing small peer community as well as a supportive relationship with an adult advisor. Over the past year, CREWs have been intentional about using the Outward Bound approach more. There was also more responsibility given to students to “own” their CREW experience resulting in more service-approached projects. A few items which the CREW program will focus on in the coming year are: ensuring that students are making a connection between concrete lessons in CREW and life lessons learned from CREW; and finding a balance between teacher’s academic responsibilities and CREW responsibilities. Lenzion fielded questions.

##### 6. Action Items

###### a. NC Charter School Law Revisions

The recent revisions to NC Charter School law open the door for charter schools to allow children of board members to have priority in the lottery. Leroy presented some background on the discussion from last month’s meeting.

Much discussion ensued regarding the pros and cons of this revision.

**Gottfried made a motion to adopt the revision and allow children of active board members in good standing who have served on the board at least one year to have priority in the lottery, making the order of preference: 1. staff children,**

**2. siblings of currently enrolled students, 3. children of active board members in good standing who have served on the board at least one year. Starr seconded. The motion was adopted with one opposed and Jonas, Player, and Slate abstaining.**

**b. Review Purchasing Policy**

Simmons presented a draft of the Purchasing Policy. It is attached. This policy is a Title I requirement. The work done by previous board members and the diversity committee was used to have the policies reflect values of Evergreen. Discussion took place and Simmons fielded questions. More discussion on the issue will take place at the December board meeting, and action to approve a purchasing policy will take place either in December or January. Simmons will email the current guidelines to board members along with the suggested changes.

This policy does not include guidelines for a Request for Proposal (RFP). This language could be added to the Purchasing Policies/Procedures.

**c. Board Officer Elections**

The Nominating and Evaluating Committee brings forth the following slate of officer candidates for the coming year:

President - Dan Leroy; Vice President - Annie Jonas; Treasurer - Aaron Slate; Secretary - Kelly Stephenson.

**The slate of candidates was approved with Leroy, Jonas, Slate and Stephenson abstaining.**

**7. Discussion Items**

**a. Update on Next Steps on Business Model Analysis**

Kelley and Doty presented information on the work they are doing regarding an in-depth analysis of the Evergreen Business Model. Kelley reported that this work continues. The committee is focusing on three possible funding options which would result in \$200K – \$500K in additional reserve. Should they determine they have a working proposal, they will present a summary of their findings at the December board meeting. If so, a more in-depth meeting could be held in January as a joint meeting of the Finance Committee and Board of Directors, or as an All-Stakeholder meeting. Kelley and Doty will reflect on the timeline and update the Board at their December meeting.

**b. Nut Free School Task Force**

Norris presented a draft of new allergy policies and procedures for the school. The policy is attached. The Task Force took suggestions from board members and will refine the policy to be presented at the December board meeting. Discussion ensued with particular focus on 5.11 (foods that are shared). More information was needed to understand 504 plans. Many questions were raised regarding the practicality of some of the procedures. Board will take action on this issue at the December board meeting.

**8. Committee Reports**

a. Finance

Slate handed out copies of minutes from the November Finance Committee meeting, which were inadvertently left out of the board packet. They are attached. Clarification was needed regarding a review of the current Balance Sheet. It will be shared with board members via email.

b. Director

The new format of the Director's report was well received.

c. Board Staff Liaison Report

No report.

d. Development

Hilliard will now consolidate all development committee's reports for the board packet.

e. Nominating & Evaluating

No clarification was needed. Follo handed out board profile worksheets to be completed.

f. Facilities / Master Plan / Building

Clarification was needed regarding the water pressure issue and contact we've made with adjacent landowners.

g. Grievance

The Grievance committee did not meet.

h. School Improvement Team  
No clarification was needed.

i. Executive  
No clarification was needed.

j. Diversity  
Clarification was needed regarding teacher Cathe Bradshaw's work at Burton St. Church. She is tutoring elementary age students as a part of the McClure Family Foundation funding.

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

**Gottfried made a motion to enter closed session to discuss privileged information and asked if Kathy Norris could attend the closed session meeting due to her knowledge of said privileged information. Jonas seconded. The motion was adopted.**

**Hillard made a motion to come out of closed session, Leroy seconded. The motion was adopted.**

**Slate made a motion to approve the October 2014 closed session minutes. Howard seconded. The motion was adopted with Miller abstaining.**

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

Next month's agenda shall include: Program update on Environmental Ed, Action on Nut Free Task Force, Action on Purchasing Policy

**11. Reflection**

**Meeting adjourned by Leroy at 8:31pm.**

Respectfully Submitted,  
Kelly Stephenson