

## MINUTES

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

Meeting called to order at 5:35 p.m. by Dan Leroy. Leroy read the Evergreen Mission Statement.

Present: Kevin Kopp, Ron Kelley, Murph Doty, Brittany Keeler, Michael Follo, Brian Davis, Susan Gottfried, Theresa Showman, Lori Hilliard, Vice-President Annie Jonas (via conference call), Lynn Player, Treasurer Aaron Slate, Secretary Kelly Stephenson, Eric Howard (entered at 6:04pm)

Absent: Stephanie Hellert

#### AGENDA:

##### 1. Visitor Recognition

The following visitors were recognized: Dan Leroy, Gordon Simmons, Board-Staff Liaison Jason Carter, Mark Deverges (entered at 6pm)

##### 2. Minutes from Last Month

**Hilliard made a motion to approve the minutes from the June 2015 Board meeting as submitted. Kopp seconded. The motion was adopted, with Stephenson, Slate, Showman, Davis, and Keeler abstaining.**

##### 3. Correspondences Received

There were no correspondences received.

##### 4. Celebration of Success

The two-day SIT retreat concluded this afternoon. The committee worked hard in determining school improvements and processes to ensure teacher well-being. The Nominating and Evaluating Committee's new board member retreat was held this week as well.

Teacher Karen Lechner is hiking for Evergreen and raised nearly \$4,000!

##### 5. Discussion Items

###### a.) Nepotism Policy

Evergreen Attorney David Hostetler recommended the attached Nepotism Policy. Discussion regarding the policy ensued, and included:

- Clarification was needed regarding the definition of "immediate family" in GS 115C-12.2. For the purposes of this section, the term "immediate family member" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships.
- Clarification was also needed regarding the definition of "substantial services" regarding conflict of interest with for-profit companies. Gottfried will ask our attorney if the term "substantial services" could be better defined.

###### b.) Legislative Update

Ron Kelley presented an update on the current status of pending legislation which would increase per-student allotments for Charter School students. House Budget negotiation deals were progressing positively in favor of charter school allotments three weeks ago. There were negotiations by Speaker Pro Tempore Paul Stam which took place and changed the per-student allotment drastically. There are currently compromises in place, but they are unknown. Kelley will continue to work with legislators to see if further negotiations are possible. Kelley and The Legislative Sub-Committee will also continue looking into other paths for advocating fair Charter School funding with the NC School Board. Lori Hilliard reported that it may be beneficial at this point to go to County Commissioner Committees and ask for charter school allotments from the teacher supplement funding (currently not given to charter schools). Work with other area charter schools may also prove beneficial.

### **c.) Salary Scale Clarification**

At the June board meeting, there was discussion about whether or not the May Board Meeting Minutes accurately captured the vote to remain on the current pay scale. Clarification was needed. Leroy presented three options if state increases salary scale: A. Choose to stay at 2014 – 2015 level with no decision of increasing until state funding is known. Later, it would come back to the board to determine what to do with additional funds.; B. If state increases salary scale and gives Evergreen adequate funds including benefits, we automatically continue with new scale, or C. Regardless of what state does, Evergreen freezes at 2014-2015 scales.

Discussion included:

- Would funding be given even if we don't use it specifically for teachers? Yes.
- When do we know from the state if we get extra funds? Could be August, September or October.
- It has been communicated to staff that they would be getting 2014-2015 rates.
- Board committed several years ago to go onto state salary scale (with benefits). Would we be pulling out of any requirements if we decide not to continue on state scales? No, and benefits are based on a percentage of what teachers earn, not on state scales.
- Some felt strongly that teachers should be on state scale. This includes not only teachers, but all staff.

A straw poll was taken between the three options.

**Hilliard made a motion to clarify the May 2015 Board decision to choose to stay at 2014 – 2015 state salary levels with no decision of increasing salaries until state funding is known. Later, it would come back to the board to determine what to do with additional funds should they become available. Follo seconded. The motion was adopted with Jonas abstaining.**

## **6. Action Items**

### **a.) Executive Committee Transition**

As was discussed at the June 18 Board meeting, Dan Leroy had to step down as Board President on July 1 because action was not taken on pending legislation that would have reversed the new State Board of Education policy prohibiting family members of Charter School staff from serving on the Board. In addition to Dan Leroy, this policy also affected the board member status of Laura Branch, who also had to resign as of July 1. The Executive Committee proposed that Annie Jonas take over as Board President and Michael Follo move on to the Executive Committee as Vice President. Both have agreed to serve in this capacity for one year, contingent upon Board approval. In addition, discussion continued on candidates to replace Aaron Slate as Treasurer (and Finance Committee Chair), effective January 1, 2016.

**Stephenson made a motion to accept the resignation of Dan Leroy and Laura Branch effective July 1, 2015, and to elect Annie Jonas as Board President and Michael Follo as Board Vice-President for a one year term. Hilliard seconded. The motion was adopted with Follo and Jonas abstaining.**

### **b.) Position Statement from Legislative Subcommittee**

**The Legislative Sub-Committee brings forth a position statement for consideration. Doty seconded the motion as amended below. The motion was adopted with Jonas abstaining.**

**Evergreen Community Charter School believes that public schools should serve the educational needs of all students and per pupil funding from both state and local allotments should follow every child attending a North Carolina public school.**

**We are committed to:**

- **ensuring that the local school administrative unit in which a child attending a public charter school resides transfers to the charter school an amount equal to the per pupil share of the local current expense fund.**
- **ensuring that public charter schools receive an equitable portion of local current expense funding for the services that school chooses to provide.**

- **forming collaborative partnerships with North Carolina public schools in order to bolster public education and facilitate the efforts of public schools and public charter schools to serve the educational needs of students of all backgrounds.**

c.) Title I/II Grant Application

Gottfried presented information about the Title I and Title II grant application.

The Title I program provides financial assistance through State educational agencies (SEAs) to local educational agencies (LEAs) and public schools with high numbers or percentages of poor children to help ensure that all children meet challenging State academic content and student academic achievement standards.

Title II is intended to increase student academic achievement by improving teacher and principal quality. This includes increasing the number of Highly Qualified teachers in classrooms, improving the skills of principals and assistant principals in schools, and increasing the effectiveness of teachers and principals.

Gottfried fielded questions about these programs.

**Keeler made a motion to approve the consolidated Title I/Title II application. Kelley seconded. The motion was adopted.**

d.) New Hires

**Hilliard made a motion to approve the following new hires.** Gottfried fielded questions regarding new hires. **Keeler seconded. The motion was adopted.**

**Rose Goldfarb, EC Teacher and Academic Support Teacher.** Rose has a M.Ed. in special education from Texas State University. She has experience in special education, general education, and online course content management. Rose was the long-term sub for us last spring when another EC teacher took maternity leave.

**Melanie Derry, 3<sup>rd</sup> grade Lead (moved from 4<sup>th</sup> Associate in 2013-14 and Interim 3<sup>rd</sup> Lead in 2014-15).** Melanie earned her B.S. in elementary education (with a minor in photography) from Appalachian State University in 1993. She has worked at an independent school as an assistant teacher and lead teacher in grades one and three, served as a counsellor and the educational coordinator at Camp Woodson, worked as a pastry chef at West End Bakery and has been an Associate Teacher at Evergreen for 8 years. Last year, she was Interim 3<sup>rd</sup> Lead, covering for sabbatical.

**Jesse Wharton, 7/8 English Language Arts Teacher.** Jesse has a Master of Arts in Teaching English from Western Carolina University and a B.A. in English and Women's Studies from UNC-CH. She has been teaching language arts and social studies (grades 4-8) at The Learning Community School for the past five years and has two years of experience teaching 8<sup>th</sup> grade ELA at Polk County Middle School. She also has experience teaching high school and as a challenge course instructor.

**Katherine Robbins, Part Time Interim Art Class Facilitator.** Kati has a Bachelor's degree in Art and holds NC Art teaching license. She worked for one year as an art teacher in Oakland, CA and has substituted in the Asheville City Schools for two years.

**Cynthia Erwin, Part time EverAfter Custodian.** Cindy has been doing work for us for years as contracted labor. She has experience in floor stripping and waxing as well as general custodial duties. Cindy is married to our maintenance person, Ricky Price. The maintenance person does not supervise the custodian. Cindy's salary for 3.5 hours/week is in the EverAfter staff budget.

**Keaton Bishop-Marks, Part time Summer IT Assistant.** Keaton is an Evergreen alum and is studying at AB Tech. He interned last year with our Network Administrator.

**Stephanie White – 1<sup>st</sup> grade Part Time Associate Teacher.** Stephanie graduated with a degree in elementary education from UNCA. She student-taught with Heather Tate two years ago and served as Interim Part Time Associate in 2014-2015.

**Jen Watkins, Part Time Synergy Center Director.** Jen has worked as Title I Teacher and/or Lead Teacher since 2006. She has a B.A. from Furman University and holds a K-6 teaching license. While assuming new responsibilities with the Learning Center at Evergreen (aka Learning Center), she will continue to lead our Title I/Academic Support program.

**Sarah Hartnett, Part Time Summer Office Assistant.** Sarah is a former EverAfter instructor and Associate Teacher. When working as an Associate, she demonstrated excellent organizational skills. This position is for nine weeks to assist the Director of Student Services with beginning-of-year student enrollment files.

**Summer Adventures Instructors/Counselors:**

**Lauren Reynolds. Former Interim Part Time Associate**

**Alexis Culver. EverAfter employee**

**Josh Finkler. Former 1:1 EC Associate long term substitute**

**Jackie Shader. Former Summer Adventure Counselor**

**Brenda Birdsall. EverAfter employee**

**Sarah Johnson. EverAfter employee**

**Eli Miller. 1<sup>st</sup> grade Associate Teacher.**

**Ben Tzinberg. UNCA education major, Wilderness First Responder**

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**Bobby Brown (Jamal Jabali). EverAfter employee**

**Jessica Lombardi. 2<sup>nd</sup> grade Associate Teacher**

**Mary Carlisle Rankin. Carslile will work as the summer Field to Feast Coordinarot. She has a B.A. in Education from Centre College, KY and M.S. in Environmental Education from Montreat. Experience teaching 3<sup>rd</sup> grade in Davidson County and as Field Instructor for Muddy Sneakers.**

**Continuing employment but returning to previous positions:**

**Cathe Bradshaw – Returning to 1<sup>st</sup> grade Lead (moved from Part Time Title 1 Teacher).** Cathe completed most of her liberal arts education at East Carolina University and then received her B.S. in Elementary Education with a minor in philosophy and concentration in early childhood from UNCG. She has been a lead teacher at Evergreen for the past 11 years. She has served as School Improvement Team chair for 3 years. She had requested to leave the classroom for one year (2014-15) as a way to rejuvenate but wanted to tutor part time.

**Sarah Holland – Returning to K Full Time Associate (moved from Interim K Lead).** Sarah earned her BA from Connecticut College where she majored in Psychology-Based Human Resources, minored in Dance, and received her elementary teaching certificate. She studied the cross-cultural experience and treatment of exceptional children in Copenhagen, Denmark and taught at an early childhood development center in a township south of Cape Town, South Africa. She worked as K Associate in 2013-14 and K Interim Lead while Ona was on sabbatical.

## **7. Committee Reports**

### **a. Finance**

The Finance Committee Report was presented by Slate. It is attached. At end of 2014-2015 year, it is projected that there is a net YDT surplus of \$60K. Additionally, there is approximately \$38K that we have received which has not yet been posted to the budget report. The Finance Committee agreed to keep the 2015 - 2016 budget is approved - rolling over \$20K from last fiscal year plus \$10K for the Building Repairs and Maintenance Fund. Any excess funds from 2014 - 2015 will roll over into our general contingency fund, as has been the case in any other year when there was a surplus.

The Finance Committee expressed a need for a board member to chair the No Growth Task Force. Slate fielded clarifying questions regarding the make-up of the NGTF. Keeler volunteered to chair the NGTF. And, Davis volunteered to become a member of the committee.

The official contract with auditor Darryl Keller was approved by Finance. **A motion was brought forth from Finance to approve the Keller's audit contract, which will cost the school approximately \$9,000. The motion was adopted.**

### **b. Director**

Clarification was needed regarding the ropes coordinator. The coordinator is Jo Giordano, and safety protocols are current. Liability for the ropes course was also questioned to be sure it is also current and sustainable. Facilities were asked to post no trespassing signs in the area as soon as possible.

There was a question regarding new testing laws and expeditionary learning. Board members wanted to be kept apprised of this information as we move forward.

c. Board Staff Liaison Report  
No report.

d. Development  
No report.

e. Nominating & Evaluating  
Clarification was needed regarding a Chair for the Diversity Committee. Howard agreed to Chair the Diversity committee, and Leroy agreed to Co-Chair.

Since Laura Branch had to step down as a staff member of the board, another staff member is being sought for the board. N&E was asked to get this member as soon as possible.

f. Facilities / Master Plan / Building  
Clarification was needed regarding gym rental. The church who was interested in renting the gym found a better fit for their needs elsewhere. A basketball and a volleyball league has signed up recently. Clarification was needed on the ways the gym rental information is publicized and marketed. The development office would take this on, but is currently somewhat short staffed. Word of mouth might also prove helpful.

g. Grievance  
The Grievance committee did not meet.

h. School Improvement Team  
No report.

i. Executive  
No clarification was needed.

j. Diversity  
No report.

## **8. Personnel or Legal Matters** (*closed session*)

**At 7:48pm, Hilliard moved to go into closed session to discuss a personnel matter and to discuss board membership. Howard seconded. The motion was adopted.**

**At 8:56pm, Stephenson made a motion to come out of closed session. Hilliard Seconded. The motion was adopted.**

**Gottfried made a motion to approve the May Closed Session minutes. Howard seconded. The motion was adopted.**

## **9. Items for Next Month's Agenda**

Nepotism Policy Vote

## **10. Reflection**

Dan Leroy and Laura Branch were thanked for their leadership on the Board of Directors.

**Meeting adjourned by Leroy at 9:16pm.**

Respectfully Submitted,  
Kelly Stephenson



**Evergreen Board of Directors - Board Packet**  
**July 16, 2015 – 5:30 P.M.**  
**Evergreen 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. Discussion Items (items that need discussion for future action) | Total: 20 min |
| a) Nepotism Policy   |               |
| b) Legislative Update  |               |
| c) Salary Scale Clarification                                      |               |
| 6. Action Items  | Total: 45 min |
| a) Executive Committee Transition                                  |               |
| b) Position Statement from Legislative Subcommittee                |               |
| c) Title I/II Grant Application                                    |               |
| d) New Hires   |               |
| 7. Committee Reports (clarifying questions please)                 | Total: 45 min |
| a) Finance (10 min)  |               |
| b) Director (5 min)  |               |
| c) Board Staff Liaison Report (0 min)                              |               |
| d) Development (2 min)   |               |
| e) Nominating & Evaluating (5 min)                                 |               |
| f) Facilities / Master Plan / Building (5 min)                     |               |
| g) Grievance (0 min)   |               |
| h) School Improvement Team (0 min)                                 |               |
| i) Executive (2 min)   |               |
| j) Diversity (2 min)   |               |
| 8. Personnel or Legal Matters ( <i>closed session</i> )            | 20 min        |
| 9. Items for <u>next month's</u> agenda – August 20                |               |
| a) Celebration of Success  |               |
| 10. Reflection   | 5 min.        |
| Adjourn  |               |

## **MINUTES - June 11, 2015:**

See separate attachment.

## **BOARD CORRESPONDENCE:**

No correspondences received.

## **DOCUMENTS FOR DISCUSSION ITEMS:**

### a) Nepotism Policy

The following policy is recommended by Evergreen Attorney David Hostetler:

#### **Nepotism and Employment Conflicts of Interest**

Decisions regarding employment, supervision, evaluation, promotion, compensation, and other personnel matters shall be based strictly on performance and other regular and fair employment standards. No personnel decisions shall be made which are or reasonably appear to be motivated by favoritism based on family or close personal relationships.

Related persons shall not be concurrently employed when one such person directly or indirectly supervises another related person. Where such supervision relationship does or may exist, concurrent employment may occur or continue only if the normal supervisory relationship is modified to conform to this policy. A job applicant related to a current employee may not be employed if another applicant is more qualified and fit than the related applicant. A person, either individually or as a member of a committee, shall not participate in or influence any decision regarding the hiring, evaluation, compensation, discipline, dismissal, or other job-related matter affecting a related person.

“Related persons” apply to the following (including step-, foster-, in-law-, guardian or similar relationships): parent, child, spouse, sibling, grandparent, grandchild, uncle, aunt, nephew, niece, and couples engaged to be married or in a publicly acknowledged amorous relationship.

The Board, in all of its acts, decisions and deliberations, shall always strive to uphold the school’s best interests and remain impartial and unbiased, including instances involving any personal relationship or special interest (e.g., financial, political) of a Board Member that may be affected by any Board acts, decisions or deliberations.

In the case of related persons or conflicts of interest involving a Board Member and another employee, student, community member, vendor, contractor or person involved in a school matter, the Board Member shall not participate in or influence any decision solely pertaining to the related person’s status with, discipline by, or benefits received from the school. Such Board Member shall also follow the Board’s conflict of interest policy.

In addition, the Board and its members shall comply with laws and rules regarding employee hiring and nepotism, including SBE rules (adopted in 2015) requiring the following:

- a. No voting member of the Board shall be an employee of a for-profit company that provides substantial services to School for a fee.
- b. No School employee shall be immediate family (as defined in G.S. 115C-12.2) to any member of the Board.
- c. No School employee, whether hired by the Board or a management company, shall be a voting member of the Board.
- d. No teacher or staff member that is a member of the immediate family of the School Director shall be hired without the Board evaluating the person's credentials, following its conflicts of interest policy, and notifying the North Carolina Department of Public Instructions, with evidence, that this process has occurred.

b) Legislative Update - Ron Kelley

c) Salary Scale Clarification

Excerpt from Finance Committee Motion which was brought forth and approved at the May board meeting:

- **Keep teachers on the currently published salary scale (e.g. if state increases the scale for beginning teachers from \$35K to \$37K, 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)**

## DOCUMENTS FOR ACTION ITEMS:

a) Executive Committee Transition

Excerpt from N&E Minutes:

Executive: As was discussed at the June 18 Board meeting, it is looking more and more likely that Dan Leroy will have to step down as Board President on July 1 if action is not taken on pending legislation that would reverse the new State Board of Education policy prohibiting family members of Charter School staff from serving on the Board. (Note that, in addition to Dan Leroy, this policy would also affect Laura Branch.) If Leroy does have to step down, the Executive Committee has proposed that Annie Jonas take over as Board President and Michael Follo would move on to Executive as Vice President. Both have agreed to serve in this capacity for one year, contingent upon Board approval at July meeting. In addition, discussion continued on candidates to replace Aaron Slate as Treasurer (and Finance Committee Chair), effective January 1.

b) Position Statement from Legislative Subcommittee

Position Statement on Public School Funding: (draft after the June Board meeting)

The community of Evergreen Community Charter School believes that public schools should serve the educational needs of all students and per pupil funding from both state and local allotments should follow every child attending a North Carolina public school.

We are committed to:

- ensuring that the local school administrative unit in which a child attending a public charter school resides transfers to the charter school an amount equal to the per pupil share of the local current expense fund.
- ensuring that public charter schools receive an equitable portion of local current expense funding for the services provided by that school.
- forming collaborative partnerships with all North Carolina public schools that actively bolster public education and facilitate the efforts of traditional public schools and public charter schools in order to serve the educational needs of all students of all backgrounds.

c) Title I/II Grant Application - handed out at Board Meeting

d) New Hires

Motion to hire:

Rose Goldfarb, EC Teacher and Academic Support Teacher. Rose has a M.Ed. in special education from Texas State University. She has experience in special education, general education, and online course content management. Rose was the long-term sub for us last spring when another EC teacher took maternity leave.

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## **COMMITTEE REPORTS:**

### **A. FINANCE COMMITTEE**

The Finance Committee meets the week of the Board meeting. Minutes will be emailed prior to the board meeting, or handed out at the board meeting.

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

Director's Report – June/July 2015

#### **1. Accountability**

As reported in April, the Office of Charter Schools completed the baseline year of Performance Framework reviews of all charters this year. On the Operational Performance Evergreen was rated Meets Standard on 10 measures and Does Not Meet Standard on the measure of governance requirements because we don't have a nepotism policy. Our school attorney, David Hostetler has provided us with wording for a nepotism policy and the board should review this in July and vote on the policy in August.

Over the past year, accountability reports, surveys and audits have been submitted or conducted for: discipline data, homeless education, exceptional children, diabetes compliance, EpiPen survey, Digital Learning Progress Response, School Emergency Management Survey, transportation survey, Beginning Teacher Support Program monitoring, Title I monitoring, Cross Program Consolidated Monitoring, Principal's Monthly Reports, Student Activity Report, Economically Disadvantaged Students report, Training Hours for Interpreters, Federal Personnel data, Civil Rights Data Collection, EVAAS roster verification, AIG headcount, Attestation on Federal Funding requirements, Teacher Roster, Teacher Turnover Roster, budget to SBE, ADM verification (3 phases), EDDIE, verification of data for Performance Framework.

Also, see Curriculum and Instruction section.

#### **2. Safety**

Fire marshal visit found no problems.

Business Manager and ropes course coordinator are creating a system for logging instances so we can keep track of any patterns or inconsistencies in the safe/unsafe use of the course.

Last school year, teachers did a risk assessment for overnight trips. They identified the responsibilities of parent chaperones, reviewed procedures we have in place to mitigate risk related to parent involvement, and identified additional procedures we can put in place to further minimize risk.

Additional Procedures Needed to Minimize Risk:

- General - Remind parents that failure to follow guidelines will result in ban from driving for rest of year
- Driving - Review guidelines prior to trip
- Attending with Guests – Require that guests are pre-approved
- Tent/cabin Supervision – Make tent assignments before the trip, share with all parents.
- Chaperone Orientation/Training - Mandatory pre-camping meeting with all chaperones for all overnight trips. Non-chaperone parents can attend.
- Food Allergies – Use pre-established menu based on food allergies in that grade
- Medications – Parents should not be responsible for administering medications except to own child in emergency. Students who may require emergency meds must be assigned to teacher or own parent. Non-emergency meds must be held and dispersed by teacher.
- 

These have been added to our Fieldwork Guide for teachers and/or to our Chaperone/Driver Obligations and Agreements form.

### **3. Finance**

The Learning Center Work Group generated comparative data and programming that we believe will fill a unique niche in our community. Jen Watkins put the creative ideas into a business model for the “Synergy Center” that generates the same revenue in year one that is projected in our budget - \$12K. With the \$10K from the Rolander Foundation covering first year expenses, we would net \$22K for the first year.

Following consultation with EC Coordinator, Title I Coordinator and Associate Director, I decided to combine the positions of Title I Teacher (now called Academic Support) and our primary level EC teacher. The case load in K-2 is only 5 students right now (including 3 students with high needs) and didn’t warrant a full time position. The Academic Support position is approximately 20 hours/week. Now we will have one full time person filling both roles with a savings to the school of approximately \$14K if the EC caseload doesn’t increase enough to necessitate additional EC staffing.

I adjusted our Cooperation Agreement with EL so we do not exceed the budgeted expenses related to travel to off-site seminars. Rather than sending teachers to 3-day institutes, we will use the funds in the Cooperation Agreement to bring our school designer on site to work with teachers here.

### **4. Development**

Letters sent to solicit donations to the Evergreen Fund from middle school parents who have not yet donated this year generated approximately \$400 additional donations.

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

Without the passage of the proposed bill that would allow board members to be related to employees as long as full disclosure was made, I pursued my request to DPI for a waiver. The request was denied by the interim Director of the Office of Charter schools, saying, “My understanding is that the policy that went in to effect is applicable to all charters; there is no “grandfathering.” I asked if there is anyone else to whom I could plead our case and haven’t heard anything back.

## **6. Board Policy**

We will bring a draft of a nepotism policy to the board for discussion in July and vote in August.

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

### **Salary Scales**

Scales are created and ready to apply when funding and business model permit.

### **Education Consultancy - EvX**

### **Lab School**

### **Review Staffing Model**

Admin reviewed this early in 2014-15 and No Growth Task Force is looking at it again.

### **Expand EverAfter**

EverAfter Director Jo Giordano and I have requested meetings with principals of three nearby public schools to discuss how we can engage their students in our afterschool program. I also emailed Superintendents of Buncombe County Schools and Asheville City Schools to request permission to use our busses to pick up students at their schools. (Last year, principals had told Jo that only the superintendent could grant that permission.)

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

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

With great assistance from Dr. Eric Howard, I have had several networking opportunities recently. I attended a “Milestones and Goalposts” dinner with about 12 other educators (charter and LEA), community members, and social workers interested in addressing social injustices in our schools. Dr. E, Cameron Brantley and I met with Dr. Ruffin from UNCA and discussed barriers to bringing minority teachers to western NC. We will follow up in September when other UNCA education program personnel are available. This will be to discuss how our two organizations can partner to attract and place minority student teachers.

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

## **8. School Improvement**

### Expeditionary Learning

The EL Center for Student Work, “an open resource featuring exemplary pre-K to 12th grade student work” now features our 8<sup>th</sup> grade Appalachian Journey Storybank Project.

We are preparing for our EL Credentialing presentation on September 1. Evidence of how we are meeting the expectations for EL in the areas of Mastery of Knowledge and Skills, Student Character, and High-Quality Student Work has been collected and Lynne Caldwell is in process of creating a digital portfolio.

### Professional Learning and Leading Communities (PLLCs)

#### **9. Personnel**

Motion to hire:

Rose Goldfarb, EC Teacher and Academic Support Teacher. Rose has a M.Ed. in special education from Texas State University. She has experience in special education, general education, and online course content management. Rose was the long-term sub for us last spring when another EC teacher took maternity leave.

Melanie Derry, 3<sup>rd</sup> grade Lead (moved from 4<sup>th</sup> Associate in 2013-14 and Interim 3<sup>rd</sup> Lead in 2014-15). Melanie earned her B.S. in elementary education (with a minor in photography) from Appalachian State University in 1993. She has worked at an independent school as an assistant teacher and lead teacher in grades one and three, served as a counsellor and the educational coordinator at Camp Woodson, worked as a pastry chef at West End Bakery and has been an Associate Teacher at Evergreen for 8 years. Last year, she was Interim 3<sup>rd</sup> Lead, covering for sabbatical.

Jesse Wharton, 7/8 English Language Arts Teacher. Jesse has a Master of Arts in Teaching English from Western Carolina University and a B.A. in English and Women’s Studies from UNC-CH. She has been teaching language arts and social studies (grades 4-8) at The Learning Community School for the past five years and has two years of experience teaching 8<sup>th</sup> grade ELA at Polk County Middle School. She also has experience teaching high school and as a challenge course instructor.

Katherine Robbins, Part Time Interim Art Class Facilitator. Kati has a Bachelor’s degree in Art and holds NC Art teaching license. She worked for one year as an art teacher in Oakland, CA and has substituted in the Asheville City Schools for two years.

Cynthia Erwin, Part time EverAfter Custodian. Cindy has been doing work for us for years as contracted labor. She has experience in floor stripping and waxing as well as general custodial duties. Cindy is married to our maintenance person, Ricky Price. The maintenance person does not supervise the custodian. Cindy’s salary for 3.5 hours/week is in the EverAfter staff budget.

Keaton Bishop-Marks, Part time Summer IT Assistant. Keaton is an Evergreen alum and is studying at AB Tech. He interned last year with our Network Administrator.

Stephanie White – 1<sup>st</sup> grade Part Time Associate Teacher. Stephanie graduated with a degree in elementary education from UNCA. She student-taught with Heather Tate two years ago and served as Interim Part Time Associate in 2014-2015.

Jen Watkins, Part Time Synergy Center Director. Jen has worked as Title I Teacher and/or Lead Teacher since 2006. She has a B.A. from Furman University and holds a K-6 teaching license. While assuming new responsibilities with the Synergy Center (aka Learning Center), she will continue to lead our Title I/Academic Support program.

Sarah Hartnett, Part Time Summer Office Assistant. Sarah is a former EverAfter instructor and Associate Teacher. When working as an Associate, she demonstrated excellent organizational skills. This position is for nine weeks to assist the Director of Student Services with beginning-of-year student enrollment files.

Summer Adventures Instructors/Counselors:

Lauren Reynolds. Former Interim Part Time Associate

Alexis Culver. EverAfter employee

Josh Finkler. Former 1:1 EC Associate long term substitute

Jackie Shader. Former Summer Adventure Counselor

Brenda Birdsall. EverAfter employee

Sarah Johnson. EverAfter employee

Eli Miller. 1<sup>st</sup> grade Associate Teacher.

Ben Tzinberg. UNCA education major, Wilderness First Responder

Sarah Couture. Former Summer Adventure Counselor

Bobby Brown (Jamal Jabali). EverAfter employee

Jessica Lombardi. 2<sup>nd</sup> grade Associate Teacher

Mary Carlisle Rankin. Carlisle will work as the summer Field to Feast Coordinator. She has a B.A. in Education from Centre College, KY and M.S. in Environmental Education from Montreat. Experience teaching 3<sup>rd</sup> grade in Davidson County and as Field Instructor for Muddy Sneakers.

Continuing employment but returning to previous positions:

Cathe Bradshaw – Returning to 1<sup>st</sup> grade Lead (moved from Part Time Title 1 Teacher). Cathe completed most of her liberal arts education at East Carolina University and then received her B.S. in Elementary Education with a minor in philosophy and concentration in early childhood from UNCG. She has been a lead teacher at Evergreen for the past 11 years. She has served as School Improvement Team chair for 3 years. She had requested to leave the classroom for one year (2014-15) as a way to rejuvenate but wanted to tutor part time.

Sarah Holland – Returning to K Full Time Associate (moved from Interim K Lead). Sarah earned her BA from Connecticut College where she majored in Psychology-Based Human Resources, minored in Dance, and received her elementary teaching certificate. She studied the cross-cultural experience and treatment of exceptional children in Copenhagen, Denmark and taught at an early childhood development center in a township south of Cape Town, South Africa. She worked as K Associate in 2013-14 and K Interim Lead while Ona was on sabbatical.

Other News:

Natalie Taggart has almost fully recovered from her accident last spring. She will return to her position of EC 1:1 Associate Teacher in August.

Eben Heasley and Ona Armstrong are returning from sabbatical.

At this time, the only position we are still in need of filling is the part time (3hr/week) Health Teacher.

## **10. Curriculum and Instruction**

DPI has been working on developing alternative ways of assessing student learning. They had formed an Advisory Committee but will not necessarily take that committee's advice. Instead of End-of-Grade (EOG) tests, they are proposing testing students three or four times per year, with the assessments being interim/benchmark rather than only the one summative test at the end of year. Schools currently use "vendor developed" benchmarks (such as MAP) or district-created benchmark tests. In order for students across the state to do well on the new assessments, they will need to follow a set curriculum and pacing guide. The significance of that to Evergreen is that we teach the NC standards and Common Core in the order and at the pace determined by our expeditions; to do well on the tests, we would likely need to change expeditions to match a state guide or stop teaching through expeditions. The state will need to bid out which test to use and they are considering creating their own tests as one of the bid options. Although information coming out of DPI/SBE about this is not fully clear, we have heard they may pilot the new testing in 2015-16 through 2017-18. Here is [the draft of the proposal](#).

## **11. External Work**

### College Partnerships

See notes under Recruit Ethnic Minority Faculty & Staff Applicants.

### Other Partnerships

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## **C. BOARD STAFF LIAISON REPORT**

No report.

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## **D. DEVELOPMENT**

No report from the Development Committee, they will meet again in August.

The Legislative Subcommittee's work this month includes:

### Position Statement on Public School Funding: (draft after the June Board meeting)

The community of Evergreen Community Charter School believes that public schools should serve the educational needs of all students and per pupil funding from both state and local allotments should follow every child attending a North Carolina public school.

We are committed to:

- ensuring that the local school administrative unit in which a child attending a public charter school resides transfers to the charter school an amount equal to the per pupil share of the local current expense fund.

- ensuring that public charter schools receive an equitable portion of local current expense funding for the services provided by that school.
  - forming collaborative partnerships with all North Carolina public schools that actively bolster public education and facilitate the efforts of traditional public schools and public charter schools in order to serve the educational needs of all students of all backgrounds.
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## **E. NOMINATING & EVALUATING REPORT**

### **Nominating and Evaluating Committee**

Meeting Date: June 15, 2015

Members Present: Michael Follo, Susan Gottfried

N&E Committee met on Monday June 15, with Susan Gottfried and Michael Follo present. Meeting was primarily focused on planning new Board member orientation and committee assignments for the coming year.

Follo will send out a Doodle poll to schedule orientation for four new Evergreen Board members (Davis, Hellert, Keeler, Showman) who were approved at the annual meeting on May 21. (Note: That meeting was subsequently scheduled for Tuesday, July 14.) In addition, prospective “Board Buddies” for new members were proposed. Gottfried will confirm these pairings with individual Board members.

Davis Aaron Slate  
Hellert Lori Hilliard  
Keeler Eric Howard  
Showman Lynn Player

Board committee assignments were also reviewed and some possible leadership changes considered:

Executive: As was discussed at the June 18 Board meeting, it is looking more and more likely that Dan Leroy will have to step down as Board President on July 1 if action is not taken on pending legislation that would reverse the new State Board of Education policy prohibiting family members of Charter School staff from serving on the Board. (Note that, in addition to Dan Leroy, this policy would also affect Laura Branch.) If Leroy does have to step down, the Executive Committee has proposed that Annie Jonas take over as Board President and Michael Follo would move on to Executive as Vice President. Both have agreed to serve in this capacity for one year, contingent upon Board approval at July meeting. In addition, discussion continued on candidates to replace Aaron Slate as Treasurer (and Finance Committee Chair), effective January 1.

Finance: Gottfried and Follo recently met with Mark DeVerges, a Community Member who had expressed his interest in serving on the Evergreen Board. Both agreed that Mark would be a

valuable resource on the Finance Committee and he is interested in serving in that capacity, beginning in July. Gottfried also met with Brian Davis, who also agreed to serve on the Finance Committee.

Diversity: We are looking for more participation and diversity (!?! ) on this committee. Several candidates have been suggested and will be interviewed this summer.

School Improvement Team: Gottfried will discuss the role of Co-Chair with two Evergreen staff. We would also like to recruit one or two parents to serve on this committee.

Nominating and Evaluating: Brittany Keeler has agreed to serve with Follo and Gottfried on this committee. In addition, if Follo joins the Executive Committee, we will need someone else to join Keeler and Gottfried, perhaps as Committee Chair.

Development: No changes anticipated. Scott Boatwright will continue to serve as Chair.

Facilities: No changes anticipated. Murph Doty will continue to serve as Chair.

Legislative: No changes anticipated. Lori Hilliard and Ron Kelley will continue to serve as Co-Chairs.

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## **F. FACILITIES COMMITTEE REPORT**

### **Facilities Committee Report – June 12, 2015 from 8:15 AM to 10:00 AM**

**Participants: Chuck Krekelberg, Bob Oaks, Steve Olin, Gordon Simmons and Murph Doty**

**Not in Attendance: Susan Gottfried, Jeff Fleagle, Mike Keen and Jason Anderson**

#### **Discussion items:**

No corrections were made to the May Facilities Committee Report

#### Past Business

- Facilities Budget – Gordon presented updated budget. Discussion ensued.
- Summer Work – Progressing nicely and is on budget and schedule. Work consists of athletic field maintenance, white board upgrade, interior painting, restroom ceiling storage etc....
- Alarm System Monitoring Service – Bob to evaluate current and potential new vendors and present findings at next meeting.
- Underground Storage Tank Closure – This regulatory closure is on track and expected to conclude within the coming months.
- Rental of Gym – The rental of the gym to a church group on a weekly basis has fallen through. Bob will get additional details to help us target future rental opportunities but we were told that the space did not meet their needs for Children breakout space.

- Modular Classroom Working Group – Once the Modular Workgroup flushes out the options the Facilities Committee can help present their findings on drawings and associated supporting documents.

#### New Business

- The Cobb House that is located on the southwestern portion of the campus will be properly demolished and disposed.

#### Action Items

- Further evaluation of alarm system monitoring vendors.

Next Regularly Scheduled Committee Meeting: Friday, August 14<sup>th</sup> at 8:15 AM

Submitted by Murph Doty

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### **G. GRIEVANCE REPORT**

Grievance Committee did not meet.

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### **H. SIT COMMITTEE REPORT**

No report this month. Retreat minutes to come in August.

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### **I. EXECUTIVE COMMITTEE REPORT**

#### **Executive Committee Meeting - July 1, 2015**

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

Meeting called to order a 6:45 pm

#### Director's Evaluation

The Committee went into closed session in order to complete Susan's Director's Evaluation. Details will be shared with the full Board during closed session at the July meeting.

Next year, due to new regulations from the Office of Charter Schools, we will be required to follow the State's evaluation process for Susan's review. This will require us to select either the Principal or the Superintendent process/form and follow the accompanying protocols. Fortunately, these protocols follow a similar process to what we are currently using, including the same rubrics for performance included in our Board/Staff survey.

### Executive Committee Transition

Committee members provided an update on the efforts to fill the upcoming vacancies on the Executive Committee. Since the NC State Assembly failed to pass any relevant legislation, Leroy will need to step down as President, effective immediately. We will therefore plan to hold officer elections at the July Board meeting.

### Board Meeting Agenda Items

Officer Elections (action); Salary scale decision clarification from May (action); Position statement (action); Title 1 and 2 application (action); Legislative Update (discussion); Nepotism policy (discussion); Celebration of Success.

Meeting adjourned at 8:45 pm.

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## **J. DIVERSITY COMMITTEE**

No report.