

EVERGREEN BOARD OF DIRECTORS MINUTES

February 16th, 2017 – 5:30 P.M.

Present: Lori Hilliard, Lynn Player, Fynn Crooks, Teresa Showman, Brittany Keeler, Michael Follo, Kevin Kopp, Brian Davis, Sam McLamb, Susan Mertz. Stephanie Hellert arrived at 5:40, Erica Anderson arrived at 5:42. Keeler and Crooks left at 7:15.

Absent: Murph Doty, Eric Howard, Dan Leroy, Mark deVerges.

Visitors: Doug White, Jen Watkins, Kathy Norris, Melanie Derry. Gordon Simmons arrived at 5:40, Max Reznick arrived at 5:55, Justin Arnall arrived at 6:06. Doug White left at 7:04.

McLamb called the meeting to order at 5:35 p.m.

The Evergreen Mission Statement and the Board Norms were read.

1) Visitors

White, Watkins, Norris, and Derry were recognized as visitors.

2) Minutes

Minutes from January, 2017 Board Meeting were edited by Mertz.

Follo moved to approve minutes as amended, Crooks seconded.

Staff poll: unanimously in favor.

Mertz, Hilliard, Follo, McLamb, Keeler, Davis voted in favor. Kopp abstained. Motion carried.

3) Program Update was postponed

4) Treasurer's Report

a) 2016-2017 YTD

Vote to approve report:

Staff poll: Unanimously in favor.

Board vote: Unanimously in favor. Motion carried.

b) Budget adjustments for January 2017

Vote to approve changes:

Staff poll: Unanimously in favor.

Board vote: Unanimously in favor. Motion carried.

c) 2016-2017 Budget compared to 2017-2018 Budget

d) Budget Notes

5) Correspondence received in support of funding Behavior Support Specialist

The Behavior Specialist is currently at 20 hours per week. The value of this position was affirmed by staff members on the board, and a discussion of how it is funded ensued. There is the possibility of one year of state funding and five years of federal funding, but these funds are limited to children with an IEP, and this position serves many students without an IEP.

6) Celebrations of Success

- Five teams are preparing to go to Odyssey of the Mind regional competitions, the most Evergreen has ever sent.

- We're nearing the end of the National Book Club Awards. Teachers have the opportunity to read nominated books to their classes. Mertz has been able to read in grades K-8 and was impressed with the audience.
- Reznick reports that his daughter, who is new in fifth grade, has changed remarkably as she has been welcomed into the Evergreen community.
- Simmons reports that we're finishing a very successful Boosterthon, projected collection of between \$40,000 and \$42,000, more than anticipated.
- 6th graders are doing a large-scale scaling project, from the solar system to downtown Asheville.

7) Action Items

a) Admissions Policy Language Change

After a long process of checking and appealing, the Office of Charter Schools has asked us to change our language to ensure that students, once admitted via lottery, will be accepted, even if student is later retained and Evergreen doesn't have room in the grade in which the student has been retained.

Davis expressed skepticism that the language change is legally necessary. Mertz feels that keeping the part of the language we are allowed to keep is helpful in giving clarity to parents; it also doesn't prevent us from moving a kid up if we see fit to do so. Mertz promised to follow up with the Office of Charter schools to see if she can learn more as to the legality of the forced language change.

Proposed change:

Admission of Retained Students

If a student is admitted to the school for a given grade level but, after admission, is retained by his or her current school, Evergreen will honor the decision of the current school regarding appropriate grade placement. ~~If a space is not available in the grade in which the student is retained, that student shall be put on the waiting list directly behind any children of employees, siblings of currently enrolled students and multiple birth siblings who may be on that waiting list.~~

Hilliard moved to approve the language change, Crooks seconded.

Vote to approve language policy change:

Staff poll: Unanimously in favor.

Board vote: Unanimously in favor. Motion carried.

b) 2017-2018 Calendar

New calendar is more in keeping with Buncombe County and Asheville City schools start date, even if it is still an earlier start date. We're starting later than we have before, and the trade-off is a more compact calendar with only one built-in snow day. We end June 9th, as do the city and county schools.

We're still exploring shifting from counting required hours to required days, but that would be for the future.

Davis moved to approve 2017-2018 calendar, Hilliard seconded.

Vote to approve 2017-2018 calendar:

Staff poll: Unanimously in favor.

Board vote: Unanimously in favor. Motion carries.

c) Motion to hire:

Maggie Kehlenbeck, Part Time Associate Teacher (5th). Maggie has a Bachelor's degree in environmental science with a minor in education from Colorado College. She also completed an intense TREE (Teaching and Research in Environmental Education) semester at Catamount Center and Colorado College which included experiential teaching, course work and developing environmental science curriculum. She has worked as an environmental educator in several programs. Maggie has

“intermediate” skills in Spanish.

Hassena Kassim, Part Time EverAfter Instructor. Sena has certifications in nutrition, herbalism and urban farming, landscaping, arborist, water harvesting, and browse and toxic plants. She has work experience at Urban Farm in Phoenix and at the Indianapolis Zoo collaborating with the education department.

Mertz brought motion, Player seconded.

Vote to approve new hires:

Staff poll: Unanimously in favor.

Board vote: Unanimously in favor. Motion carried.

8) Discussion Items

a) 2017-2018 Draft Budget

Highlights:

- Didn't include Kay, sub, VI/PT – Risk Pool
- Included \$9k \$9500 for AmeriCorps
- Same associates, same hours, +1 year experience, 90% scale
- Same leads +1 year experience, 100% scale
- EE at 90% time; 100% scale
- Title I salary alone totals \$28k – reduced from 16-17 – **probably need to increase** to higher than 050REV
- Library at 100% time; 100% scale
- Development +\$10K
- Added Development assistant 29hr/11mo/65% of scale (same as office asst.)
- Added custodial pt in regular salary – took out of EA, est 19yrs/10mo/29hr
- Increased Facility Mgr 2%
- Added Behavior Support Counselor 29hr

Budget is currently \$10,000 in the red, so it is not finalized yet.

Contingency/Reserve/Unallocated Funds is different from what Acadia has listed in the past, because Acadia includes non-liquid items. We are specifying only money, so we know what we could actually spend.

We want a 2% or \$80,000 for unforeseen expenses, for a total of \$880,000 reserve fund balance. Board previously decided on floor of \$400,000 (there is no legal requirement) and cap of \$800,000. “We’re in the business of educating kids, not saving money,” noted Simmons. Takeaway: we have no budgeted reserve money this year, but that’s OK, because we already have more than 2% of our operating income in the reserve fund.

Projections beyond 2-3 years are extremely difficult, because state funding/unfunded mandates are nearly impossible to predict. We get initial state ADM estimates in March and final in October.

Board will vote on 2017-2018 budget in April.

b) Development Director

We would like to increase the size of our development office in order to bring in more revenue, so that we can afford more things we want.

c) Aspirational Budget

We divided our wishlist between needs and wants, looked at when we wanted/needed them, priced them out. Of ongoing expenses, if we decreased class size, for example, we would lose \$81,000 the first year, and **\$250,000** per year once the shift was complete. We cannot afford this, nor can we afford restoring recently reduced positions. We were able to budget for 29 hour PT Behavior support specialist.

Of one-time expenses, such as the lift, communications system, making field access ADA compliant, PD on Racial Equity and Trauma, the lift is currently the only one in the budget.

We don't anticipate reaping the benefits of expanding the Development Office in increased revenue until at least the 2018-2019 budget.

d) Retreat reflections, going forward

McLamb felt the retreat produced valuable commitments from board members. Queried the board as to what was most impactful about the retreat. Among responses were "Team and trust building"; "Building relationships with more informal time"; "Having fun together is important, it was the most we've had in a while"; "Fun and interesting to see how we work together in teams, relationship dynamic"; "The food"; "Looking at the budget and compiling our strengths seemed to create enthusiasm." Some commented on our quickness to compete, sometimes missing important details and leaving other perspectives behind in our haste, and the value of experiences that drew our attention to this. "Watching what roles people assumed in a group activity. Some were more surprising than others." "Laughing together, having light moments." "Getting to know people more personally." "Seeing what people identified as their own strengths."

How can we best use our strengths and what we learned for the community and for the school?
"One way is to write down strengths and opportunities to contribute so that they stay in the front of our minds." "It's exciting to have these things at the top of our minds, but it's a struggle to find ways to bring them to action." "If we're feeling an upswell of positivity about the board, then we can take the pride we feel with us into the community and look for inroads."

Board discussed the possibility of having a standing social event in the fall.

e) N & E Board Evaluation Summary _____

The Nominating and Evaluating committee distilled the results and shared the summary with the board. We had growth everywhere, none had gone down. Relationship (among Board members and between Board and Staff) is currently our lowest scored area, but it also showed 9% growth from last year.

f) Legislative Update: Elected Official Event March 19th

Hilliard reported that we're inviting the state Representatives in our area, City Council and Buncombe, Henderson, and Fletcher Counties Commission members. We want to build relationships and have an educational experience so that they have a sense of who we are, what we're doing, and how it affects families. We have two schools we're still waiting to hear from. We want two teachers, a student, the ED, and two board members from each school, so that the numbers are manageable and conducive to relationship-building. We are offering free food and beer to entice elected officials to come; this was Ager's suggestion. Davis suggested a press release and publicizing who attends. The committee has considered inviting members of the press and having photo opportunities for the legislators.

One of the side benefits has been making connections with other charter schools, hopefully planting seeds for more networking, more legislative committees in other charter schools, etc. Franklin School of Innovation, Fern Leaf, Mountain Community, Francine Delaney. ICI didn't respond, Art Space is bringing the question to their board. Each school is paying a couple hundred dollars to participate to pay for the space, as well as food and beverages.

9) Committee Reports

- a) Finance
- b) Director
- c) Board Staff Liaison Report

- d) Development (0 min)
- e) Nominating & Evaluating
- f) Facilities / Master Plan / Building
- g) Grievance
- h) School Improvement Team
- i) Executive
- j) Equity Leadership Team
- k) Legislative Committee

No clarifications were required.

10) Items for next month’s agenda

- Program update
- Budget
- Charter Alliance belonging or not
- Board-Staff Liaison update

11) Reflections

Board members expressed that they prefer meeting in a classroom space to meeting in the lunchroom, and were grateful for the opportunity to do so.

Meeting adjourned at 7:29

Respectfully submitted,
Stephanie Hellert

**EVERGREEN BOARD OF DIRECTORS - BOARD PACKET
February 16th, 2017 – 5:30 P.M.**

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.

The Evergreen Board of Directors agrees to follow these Board Norms:

- *I proactively seek and consider diverse voices, ideas and perspectives.*
- *I seek first to understand, then to be understood.*
- *I take care of myself, others, and the environment.*
- *I embrace a mindset that promotes my own and others’ learning.*
- *I address conflict directly, productively, and with compassion.*
- *I seek opportunities to show gratitude and celebrate with colleagues.*

AGENDA:

1) Visitor Recognition	3 min
2) Minutes from January (Requires Board Action)	3 min
3) Program Update: Tonya Jones and James Wilson, Summer Adventures Program	10 min
4) Treasurer's Report	10 min total
a) 2016-2017 YTD (Requires board action)	5 min
b) Budget adjustments for January 2017	5 min
5) Correspondences Received	5 min
“Behavior Support Specialist”	
6) Celebrations of Success	5 min

7) Action Items	10 min total
a) 2017-2018 Calendar	5 min
b) Motion to hire Maggie Kehlenbeck, Part Time Associate Teacher (5 th) and Hassena Kassim, Part Time EverAfter Instructor	5 min
c) Approve revised Admissions policy	
8) Discussion Items	55 min total
a) 2017-2018 Draft Budget	10 min
b) Development Director	10 min
c) Aspirational Budget	15 min
d) Retreat reflections, going forward	10 min
e) N & E Board Evaluation Summary	5 min
f) Legislative Update: Elected Official Event March 19th	5 min
9) Committee Reports (Clarifying questions only, please)	12 min total
a) Finance (2 min)	
b) Director (2 min)	
c) Board Staff Liaison Report (0 min)	
d) Development (0 min)	
e) Nominating & Evaluating (2 min)	
f) Facilities / Master Plan / Building (2 min)	
g) Grievance (0 min)	
h) School Improvement Team (0 min)	
i) Executive (2 min)	
j) Equity Leadership Team (0 min)	
k) Legislative Committee (2 min)	
10) Items for Next Month's Agenda	5 min
11) Reflection	2 min

Adjourn

MINUTES - January 2017

See separate attachment

TREASURER'S REPORT:

- January 2017 Operating Budget L5 with notes
- 2016-2017 Budget compared to 2017-2018 Budget
- Budget Notes

See separate attachments

CORRESPONDANCES RECEIVED:

In support of funding Behavior Support Specialist – see separate attachment

ACTION ITEMS:

- a) **2017-2018 Calendar** – see separate attachment
- b) **Maggie Kehlenbeck, Part Time Associate Teacher (5th)**. Maggie has a Bachelor's degree in environmental science with a minor in education from Colorado College. She also completed an intense TREE (Teaching and Research in Environmental Education) semester at Catamount Center and Colorado College which included experiential teaching, course work and developing environmental science curriculum. She has worked as an environmental educator in several programs. Maggie has "intermediate" skills in Spanish.
- Hassena Kassim, Part Time EverAfter Instructor**. Sena has certifications in nutrition, herbalism and

urban farming, landscaping, arborist, water harvesting, and browse and toxic plants. She has work experience at Urban Farm in Phoenix and at the Indianapolis Zoo collaborating with the education department.

DISCUSSION ITEMS:

- a) **2017-2018 Draft Budget** – Mertz (see separate attachment)
- b) **Development Director** – Mertz
- c) **Aspirational Budget** – Mertz
- d) **Retreat reflections, going forward** – McLamb
- e) **N & E Board Evaluation Summary** – N&E

Our Strongest Areas:

- 90% (up 3% from last year)
Executive Director readiness and desire to build the Board
 - The ED is connected to the school activities and stakeholders
- 89% (up 3% from last year)
Board Chair- Executive Director partnership
 - The ED has shared her expectations and hopes for the Board with the board leadership

Areas that have shown growth:

- 80% (**up 9% from last year**)
Relationship among Board members and between Board and Staff
 - Staff members know board members by name and know something about their background
 - Board members feel comfortable disagreeing with one another in the context of a discussion about the organization
- 85% (**up 7% from last year**)
Knowledge-readiness of Board members
 - Our board members understand our financial structure and our funding situation and outlook
 - Our board members understand the legal responsibilities of serving on a nonprofit corporation's Board of Directors

- f) **Legislative Update: Elected Official Event March 19th** – Legislative
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COMMITTEE REPORTS:

A) FINANCE REPORT– February 8th, 2017

Attendance: Nhu-Mai Friedman, Stuart Miles, Ben Fleming, Mark deVerges, Gordon Simmons, Susan Mertz, and Cameron Brantley

Called to order: 8:22am

1. **2016-2017 YTD** –Revenue and expense categories are on target. Budget discussion of various reallocations as needed for mid-year target to actual allocations. Finance discussed potential shortfall in EverLearning (formerly, ‘The Learning Center’) – and Dr. Mertz highlighted some great community involvement in helping improve its potential and need for additional marketing investment. Grant revenue received was highlighted, and part of potential changes. Mr. Miles motioned to approve all

changes and YTD. DeVerges seconded. **All approved to bring this Action Item to review for Board.**

2. **2017-2018 Budget planning:** initial draft discussed in great depth. Finance and Administration highlighted how best to achieve more of the aspirational and holistic budget goals into our 2017-2018 plan while maintaining a sustainable business model.

Finance also reviewed and discussed the suggestion made by Darrell Keller, our Auditor. His sole suggestion from the prior year's audit was to consider maintaining a separate savings account for the Building Maintenance fund balance. Finance wanted to discuss this and consider allocating as such for the future budget. Finance ultimately agreed that segregating the funds in creating new bank accounts added little value. Both allow the ongoing accumulation of funds for unforeseen as well as planned facilities improvements. Treating this particular reserve fund any different than other allocated items seemed a bit tedious as it related to the operations of the school. It was ultimately agreed that current best practices of highlighting this and clearly identifying this fund balance as an ongoing budget line served this purpose efficiently.

Maintaining a modest outlook for 2017-2018 revenue seemed prudent given the unknown funding level for public schools in general, especially when applied to Charters, at the North Carolina and national legislative environment. This modest outlook, combined with our focus of a sustainable business model proved challenging when Finance and Administration actively seek to implement many of the Aspirational and Holistic budget goals simultaneously. Discussions then focused on how to ensure any ongoing expenses, such as those focused on student services and the mission of ECCS, were not reliant on the unallocated reserves 'contingency' fund. In a sustainable business model, ongoing expenses need to be offset by ongoing revenue.

The discussion also focused on the realization we did not want to further add funds above and beyond our target to the contingency fund. This fully funded unallocated reserve is already over the \$800,000 threshold previously deemed as the ongoing amount needed. Any additional ongoing revenue amount set aside is essentially taking away from ongoing student services and counter to the Mission and direction from the Board. Finance discussed multiple options on how best to reduce the amount over \$800,000 and ensure the 2017-2018 budget was not likely to surpass this target. This excess currently amounts to approximately \$130,000 in excess savings. Applying this to ongoing budgeted Capital improvements, or other fixed expenses, while a potential – would not adequately maintain such abilities long-term and thus is not in alignment with a sustainable business model. Potential notable facilities improvement expenses (such as in funding the costs of the Lift project) will likely use some of this capital, but ECCS has been prudent in maintaining a growing Building Maintenance reserved fund balance to accommodate this planned need. As such, Finance deemed it was reasonable to expect that such a project might seek approximately \$50,000 of this excess amount – leaving an additional approximate \$80,000 above our target threshold. Finance is concerned that maintaining a restricted allocation in the 2017-2018 budget that, historically, ultimately adds to this unallocated reserve fund would mean further impacting ongoing revenue better suited for this coming, and future, years' ongoing student services. Therefore, Finance felt very comfortable reducing the set aside 'Unforeseen Expense' line to \$0, as ECCS has above and beyond this potential amount already in reserve that we could and would need to draw down first. This is in alignment to the goals for helping achieve as many Aspiration and Holistic goals as possible while maintaining a sustainable business model and given the modest legislative funding outlook.

Dr. Mertz will implement the Finance Committee suggestions and feedback to present an initial draft 2017-2018 budget to the ECCS Board at their forthcoming meeting on February 16th.

Meeting adjourned at 10:12am

Director’s Report –February 2016

1. Accountability

NAEP (National Assessment of Educational Progress) was administered by NAEP people to 4th graders on 2/7. Each student took either the reading or math test. Results are used to compare states’ averages. We do not get individual or school results. Schools are randomly selected by NAEP to participate each year. NAEP is the largest nationally representative and continuing assessment of what America's students know and can do in various subject areas.

2. Safety

3. Finance

4. Development

5. External Policy/Legal/Political

6. School Policy

Our revised Lottery Process has been approved by the State Department of Education.

7. Strategic Goals/ Operating Plan

Expand EverAfter

Increase Ethnic Minority Student Applicants

Sarah Hartnett, Director of Student Services, has visited the following places to speak with representatives, leave fliers about Evergreen, and publicize the Open House (held 2/9/17) and how to apply:

- Asheville Housing Authority
- Delta House
- Salvation Army Boys and Girls Club/Teen Center
- YWCA
- YMCA
- United Way
- Verner (2 locations)
- Community Action Opportunities
- Roots and Wings
- Charlotte Street Kids
- JCC
- Asheville Parks and Rec.
- Urban News
- Citizen Times
- Mountain Xpress
- Buncombe County Partnership for Children
- WNC Parent
- The Laurel of Asheville
- Event listings: WLOS, WCQS
- PSA: Radio 103.3, Star 104.3, The River 98.1

Our Open House on 2/9 was attended by over 100 parents. Only a very few (1-3) appeared to be racially or ethnically diverse.

Recruit Ethnic Minority Faculty & Staff Applicants

I reached out to EL schools in the Atlanta area to try to recruit teachers of color for our summer program (or next year if they know of teachers who are leaving their schools) and they said they'd spread the word. Cameron and I set up a table at the Warren Wilson job fair. Our new volunteer from AmeriCorp is African American. None of the applicants we interviewed for the 5th grade associate position were teachers of color.

8. School Improvement

EL Education

EL School Coach Sarah Boddy spent half a day with our three new-to-EL teachers to provide professional development on learning targets and expedition planning. We are planning two follow up days to continue on these topics with these teachers.

Professional Learning and Leading Communities (PLLCs)/Professional Development

Our Autism Team provided a workshop to teachers on executive functioning and strategies to teach or accommodate for executive functioning challenges that students with autism may have. They noted that the strategies are helpful to all students, not just those with autism.

9. Personnel

Looking toward next year, it will be necessary to re-define the responsibilities of our Adventure PE position. They have increased over the years to a point where the job is not sustainable and programs are not able to be run as safely, effectively, and fully as we would want. The programs include the climbing wall, ropes course, bike squad, and ski and snowboard club. My hope is to create a position that can support getting Evergreen students more engaged with the adventure activities and that will also generate income (via EverAfter clubs and perhaps other student groups or corporate retreats) to, at minimum, support the personnel required. Two volunteers with expertise in small business start-up have offered to consult with me about this. We also have leads on possible corporate sponsorship.

Fifth grade associate Alli Nortz resigned. Her husband accepted a job in Oregon so her family is moving west.

One of our full time AmeriCorps members has switched to half time as the afterschool program wasn't a good fit. AmeriCorps gave us Raven Forney as a full time volunteer.

To round out the EverAfter staff to budgeted positions, we are adding one more part time instructor.

Motion to hire:

Maggie Kehlenbeck, Part Time Associate Teacher (5th). Maggie has a Bachelor's degree in environmental science with a minor in education from Colorado College. She also completed an intense TREE (Teaching and Research in Environmental Education) semester at Catamount Center and Colorado College which included experiential teaching, course work and developing environmental science curriculum. She has worked as an environmental educator in several programs. Maggie has "intermediate" skills in Spanish.

Hassena Kassim, Part Time EverAfter Instructor. Sena has certifications in nutrition, herbalism and urban farming, landscaping, arborist, water harvesting, and browse and toxic plants. She has work experience at Urban Farm in Phoenix and at the Indianapolis Zoo collaborating with the education department.

10. Curriculum and Instruction

We are starting the process of deciding on one math program (i.e., prepared set of curriculum resources) to use K-5. Currently different grades or clusters use different programs or create their own materials by pulling from various sources. We believe that having the consistency of one program will improve student growth and performance and also alleviate some of the work teachers now do researching and pulling from various sources.

11. External Work

College Partnerships

Other Partnerships

Now in my second term on the State Advisory Council for AdvancED, I am leading two external reviews at other schools this year. Cameron Brantley will be serving as a team member at another external review and Misty McDonough has volunteered to serve on yet another. This work allows us to learn how other schools do things and builds relationships between charter schools, LEAs, and sometimes independent schools.

We are applying to host an EL Site Seminar again for 2017-18 in which we will highlight our deep implementation of EL. This event allows for good reflection on our part of what we do and why it works; it increases our reputation in the EL network; it earns us a couple thousand dollars.

C. BOARD-STAFF LIAISON

No report.

D. DEVELOPMENT REPORT

No report.

E. NOMINATING AND EVALUATING

No report; see Board Evaluation Summary in Discussion Items.

F. FACILITIES REPORT – February 10th, 2017

Meeting start: 8:30am. End 9:15am;

Present: Anderson, Arnall, Krekelberg, Simmons

Water:

Simmons discussed latest pvc water line break by gym. Found within hours, same problem of a crack at a coupling. This line located in fill dirt, probably put in about the same time the underground storage tank was removed, late 1990s or early 2000s. Repaired same day. Good that gym line has its own shut off.

Arnall suggested some kind of flow monitoring. Krekelberg Anderson gave named potential providers.

Simmons will contact to discuss needs.

Discussed replacement of entire water line system. Given cost and inconvenience it is not something we want to do unless it becomes necessary. Will continue to have line replacements on facility upgrade lists.

Water line mapping: Simmons and Oakes will work on and add to.

Safety plan/ campus wide communications:

2 years ago Simmons met with Kcom and received a proposal. Kcom merged with TSA Choice. Simmons met this week with TSA Choice and received an updated proposal for public address and phone systems. Total cost about \$31,500. Can lease purchase, purchase, and purchase maintenance agreements. Other suppliers will be contacted for proposals. Time frame as early as spring break or as late as summer. Finance Committee will be asked to determine how to best pay for the system.

Installation and contracting of lift/elevator:

Update on engineering from Krekelberg. Various committee members want to see a lift in action and talk with owners. Will schedule a site visit. Committee is recommending an enclosed compartment lift, not just a floor lift. Engineer will be asked to plan for the compartment lift, not just a floor lift.

Committee Governance:

Will check with Doty to see if he can still head committee. Will need board to name a new head if he can't.

Gym Rooftop Solar Project:

Arnall gave update on proposal from Sugar Hollow Solar. Price seemed high given that most of the materials will be donated. He will talk with Doty about options and scaling. Will also talk with other installers. Krekelberg indicated engineer was working on final calculations for roof load.

Next scheduled meeting March 10, 2017 at 8:30am

G. GRIEVANCE

No report.

H. SCHOOL IMPROVEMENT TEAM

No report.

I. EXECUTIVE COMMITTEE REPORT - February 8th, 2017

5:30 PM to 7:00 PM

Meeting Participants: Susan Mertz, Erica Anderson, Stephanie Hellert, Mark deVerges, Sam McLamb

Discussion items:

- Board Retreat Review
 - Discussion of how to best utilize strengths and commitments
 - Discussion about not intending to create actions at the retreat, but how to best work towards existing goals

- Agenda for Board Meeting on February 16th
 - Vote on Budget adjustments for January
 - Discuss
 - Next year's budget
 - Development director

- Aspirational budget
- 2017/2018 calendar and vote
- New Hires
- Program Report
- Next meeting will be held on March 1st at 5:30 at the Montford Rooftop Bar

Respectfully submitted on February 11, 2017 by Sam McLamb

J. EQUITY LEADERSHIP TEAM

No report.

K. LEGISLATIVE COMMITTEE–February 2017

The Legislative committee has not met as a committee this month, but has met with the event planning committee with 4 other charter schools.

March 19 at Highland Brewery, all elected officials are invited to meet parents, teachers and administrators from the network of local charter schools.

Please let Lynn or Lori know if you have questions about this function.
