



## The Franklin School of Innovation Board Meeting Agenda – 4/14/2020

### Our Mission:

The Franklin School of Innovation is preparing the next generation of leaders, capable of solving problems and participating effectively and ethically as local and global citizens. Through challenging academics, real-world learning, and community engagement, our students discover their potential, develop persistence, and recognize the value of others. Our graduates are ready for the future they will create.

### Board Responsibilities:

We ensure The Franklin School of Innovation's compliance to its contract with the NC Department of Public Instruction, set and monitor the implementation of school policies, manage the school's annual budget and financial planning, and hire and evaluate the performance of our school's Executive Director. The Board develops and drives the School's strategic plan and provides appropriate governance.

Agenda Item and Votes	Discussion
<p><b>CALL TO ORDER</b> The meeting shall be brought to order by the Chairman of the Board, PF at 6:05p.m.</p> <p><b>ROLL CALL</b> The Board Chairman took roll of members present: PF, ABJ, DP, KC, AG, SR, BC, AH, JG, Michelle Vruwink (staff)</p>	
<p><b>APPROVAL OF AGENDA</b> Shall the Board approve the Agenda Items? Motion by PF Second by SR Vote: unanimous to approve agenda</p> <p><b>CONSIDERATION OF MINUTES</b> Shall the Board approve the minutes of the March <b>Board Meeting</b>? Motion by PF Second by DC Vote: unanimous to approve</p>	
<p><b>PUBLIC COMMENT</b> This agenda item is included for the purpose of giving anyone in attendance the opportunity to comment on a non-agenda item with the Board. There will be a three-minute time limit per person. The audience is not to applaud nor demonstrate disapproval for the comments made. The Board may respond asking for clarification only. No action may be taken at this meeting on any issue raised.</p>	None offered
<p><b>DIRECTORS UPDATE</b></p> <ul style="list-style-type: none"> <li>• Summary of activities</li> </ul>	Enrollment is steady. Lottery was held on 4/13/20, but March enrollments were down. Marketing activities were curtailed

<ul style="list-style-type: none"> <li>• Update on Enrollment &amp; Lottery Results</li> <li>• Personnel</li> <li>• Staffing for 20/21</li> </ul>	<p>due to COVID 19 changes. A few 9<sup>th</sup> graders are on the wait list. Retention rates for returning students are currently looking positive.</p> <p>COVID allotment from NC of \$16K, which must be used for closure-related expenses. Recommendation is to give small stipends (\$250 or less) to staff to offset telecommuting-related expenses.</p> <p>Staff interviews are happening for positions for next year. Applicant pool is strong.</p> <p>DPI has still not put out information on calendar adjustments; depending on the guidance, staff may recommend a 4 day week. The General Assembly needs to authorize setting aside end of grade testing requirements. There has been some minimal guidance regarding grading.</p> <p>A student safety net team is helping to connect with each student to ensure they have internet access and are doing basic case management to help students work towards completing some academic work. For students struggling with math, there is a subscription to a program to help them improve competency in this area.</p> <p>One info session has been hosted digitally and another one is upcoming this Thursday. YouTube is being used to help orient new families to the school. Board members can help call new enrollees this week. Staff members will be calling current families.</p> <p>Middle school play will be offered via Zoom. Student creativity contest has been launched and will be featured, along with the play, in the Laurel of Asheville.</p> <p>A 10<sup>th</sup> grade student was accepted to NC School of Science and Math.</p> <p>Over 200 Chromebooks distributed to students. Food pantry is open Tuesdays and Thursdays.</p> <p>Vanguard allowed us to split the lease for the two buildings, as requested without a cost increase. We still don't have information regarding removal costs.</p>
<p><b>FINANCE UPDATE</b></p>	<p>Still no final budget from the state.</p>
<p><b>PPP LOAN</b></p> <p>PF motions to approve accepting the PPP loan, if offered, with further discussion among the</p>	<p>Congress passed the CARES act to support small businesses. We are working with the bank that currently houses the school construction loan (First Horizon) to put together the required application documentation. It has been approved at 2.5 months of payroll. Parameters: used for payroll, with a 25% allowance</p>

<p>board before the loan is drawn down. ABJ seconded. Unanimous approval.</p> <p>Motion by ABJ to distribute \$16,000 to staff in allocations of up to \$250 (distributed equitably by Michelle) to offset telecommuting expenses. Seconded PF. Unanimous approval.</p>	<p>for other items (utilities, etc.). State funds are usually used for payroll, but can be also used for other things, such as instructional supplies, furniture and other costs. If it is used appropriately, it is forgiven at 100%, and if not, it is a 1% interest rate.</p>
<p><b>VANGUARD LEASE EXTENTION</b></p>	<p>We have requested a 3 year extension to keep lease payments unchanged on two modular buildings. This is not a rate increase. We are still waiting to hear if they will give us a “not to exceed” amount on removal costs for buildings once our lease is completed.</p>
<p><b>MARKETING &amp; ENROLLMENT DURING COVID-19</b></p>	<p>Looking at strategies that appropriate for marketing, given the current COVID crisis. Focused now on retention. KC suggests a possible virtual tour, with a voiceover about the school approach and history. Also suggested were interviews on Asheville FM, and asking students to write an editorial to ACT.</p>
<p><b>COVID-19 – IMPACT ON FSI POLICIES</b></p> <p>Motion to approve FMLA and sick leave policies by ABJ. Seconded by AH. Unanimous approval.</p> <p>Motion to approve telework policies by ABJ as proposed with additions to be suggested by DP and incorporated by staff. PF seconded. Unanimous approval.</p>	<p>Policy drafts provided by Michelle for board review. They are designed to ensure compliance with new federal laws and to provide additional guidance for tele-working arrangements. Additional policies under construction to address student screening/reporting of viral infections.</p>
<p><b>CLOSED SESSION PERSONNEL</b></p> <p>PF motioned to move into closed. Second by DP. Unanimous approval.</p> <p>PF motioned to move out of closed. Second by AH. Unanimous approval.</p> <p>PF motioned to approve candidates proposed by staff. Seconded BC. Unanimous approval.</p>	
<p><b>ADJOURNMENT</b> Shall the Board adjourn the meeting at 7:48p.m.? Motion by PF Second by DP Vote: unanimous to approve</p>	