



## The Franklin School of Innovation Board Meeting Minutes – 8/11/2020

### 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 6:04 p.m.</p> <p><b>ROLL CALL</b> The Board Chairman took roll of members present: PF, DP, ABJ, SR, AG, BC, JGG, AH, KC (at 6:44pm)</p> <p>Staff: Michelle Vruink, Adrienne Gordon Guests: Michael LePage, Adrienne Gordon</p>	
<p><b>APPROVAL OF AGENDA</b> Shall the Board approve the Agenda Items? Motion by PF Second by JGG Vote: unanimous to approve agenda, as amended to include consideration of auditor engagement</p> <p><b>CONSIDERATION OF MINUTES</b> Shall the Board approve the minutes of the <b>July Board Meeting &amp; July 24<sup>th</sup> Called Meeting?</b> Motion by PF Second by AG Vote: unanimous to approve</p>	No discussion.
<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</p>	<p>Michael LePage thanks the board and staff for their hard work in responding to the COVID-19 crisis, and expressed his appreciation for the good communication with new parents.</p> <p>Adrienne Gordon echoes Michael's appreciation and is grateful for the strong work with parents of incoming students.</p>

<p>Board may respond asking for clarification only. No action may be taken at this meeting on any issue raised.</p>	
<p><b>DIRECTORS UPDATE</b></p> <ul style="list-style-type: none"> <li>• Summary of activities</li> <li>• Update on Enrollment</li> <li>• Update on Budget</li> <li>• Chromebook Update</li> <li>• Facilities Update</li> </ul>	<p>Teacher orientation is underway, conducted virtually. An EL school designer, Maggie Bellow, is working with FSI coming from Two Rivers Academy.</p> <p>Chromebooks are being distributed; 5<sup>th</sup> grade was distributed tonight. The school also got upgraded Chromebooks for teachers to use so they can better facilitate class remotely. Staff are still working on ensuring all students have sufficient Wi-Fi access by distributing hotspots, distributing info on low-cost services and helping to troubleshoot; this is especially important since there will be more livestreamed instruction this year. School will open the community room as a resource for children that need a quiet space in which to work.</p> <p>Enrollment continues to change and evolve rapidly as families make decisions based on the current circumstances with the pandemic. 3 teachers for 5<sup>th</sup> grade and 4 teachers for every other grade is the staffing pattern.</p> <p>New carpet that was approved in July for Parks and Johnson buildings have been approved. Wi-Fi is now available for access in all buildings and parking lots to improve access for families who need it. Staff consulted with Haynes about the HVAC systems, who recommended a filtration range that works with our current systems. Staff approved the safer filtration systems.</p> <p>If the current enrollment stands, the school is in a solid budget position. We do not have information from the state about the per student allotment. We are responding to a high amount of staffing changes, which is a pattern other schools are reporting as well as educators make personal and professional decisions in the lens of the COVID-19 pandemic.</p>
<p><b>EMPLOYEE &amp; STUDENT HANDBOOK UPDATES</b></p> <p><b>Motion to approve 20/21 Employee and Student Handbooks as distributed by PF, seconded by AH, approved by unanimous consent.</b></p>	<p>Staff have recommended modest edits to the Employee and Student Handbooks.</p> <p>The Employee Handbook includes policy language indicating that if an employee is ordered to quarantine by a County public health official, they are paid for the required quarantine period and are expected to work remotely if they are well enough to do so. Discussion about whether a policy is needed to determine when a staff member is well enough to work; resolved by leaving current language in place that allows staff to self-regulate when they are able to work and when they are not.</p>
<p><b>ATTENDANCE TRACKING FOR 2020/2021</b></p>	<p>The state required schools to include an attendance tracking plan in the remote instruction plan submitted by the school. The most important and hardest thing is that the Day 1 attendance</p>

	<p>requirement is different than the other days, as students are required to either attend in person, by phone or by live videoconference or must respond to an email that day. Teachers and other staff are reaching out to students to promote attendance, especially on Day 1. Crew Leaders are documenting student attendance for the first 20 days into PowerSchool, including method of attendance. After Day 1, student attendance per class will be tracked by Exit Tickets from each class that will demonstrate that the student attended. Daily attendance (different than per class attendance) will be tracked by Crew Leaders with a differentiation between in person and virtual attendance.</p>
<p><b>CLOSED SESSION – PERSONNEL &amp; BOARD</b></p> <p><b>Motion to enter closed session by ABJ at 7:02pm, seconded by PF, approved by unanimous consent.</b></p> <p><b>Motion to exit closed at 7:34pm by ABJ, second AG, approved by unanimous consent.</b></p> <p><b>PF motioned to approve 7 new hires, seconded by SR, approved by unanimous consent.</b></p> <p><b>PF motions to approve Michael LePage as a new board member, seconded by AH, approved by unanimous consent.</b></p> <p><b>ABJ motions to elect Alisa Hove and Al Glicksberg as Co-Chairs of the board, seconded by BC, approved by unanimous consent.</b></p>	<p>Jamie Grob Grinnell will represent the Board of Directors on the School Improvement Team.</p> <p>Jamie will send personalized thank you cards with small gift cards to all staff to show appreciation for their work.</p>
<p><b>AUDIT ENGAGEMENT</b></p> <p><b>BF motions to accept auditor agreement, seconded by DP, approved by unanimous consent.</b></p>	<p>Staff recommends that we engage the same auditor that we used last year, Rebekah Barr.</p>
<p><b>ADJOURNMENT</b> 1. Shall the Board adjourn the meeting at 7:38p.m.? Motion by ABJ Second by BC Vote: unanimous to approve</p>	