



**Board Members Present:** Paul, Stephanie, Ryan M., Lisa, Pam, Josh, Ryan N., Gavin, Kiersten, Matt, Sevy

**Administrators Present:** Tammy, India

**Staff Rep:** Tara Mortimer

**Board Members Absent:** None

**Start Time:** 6:01 pm    **End Time:** 7:29 pm

### Board Meeting Expectations, Organization, & Purpose

#### [TES Board of Directors Strategic Goals](#)

Board meetings are work sessions for board members to take actions that forward the vision and mission of the school. Visitors may observe but are asked to restrict their comments to the public comments section of the board meeting.

The board of director's primary responsibilities are to:

- Oversee compliance with the School's Mission and Charter
- Develop and oversee the School's annual budget and financial accountability in conjunction with the school administrators.
- Make spending choices and set salaries in consultation with the School's administrators.
- Hire and [Evaluate](#) the Lead administrator.
- Create and revise school and board policies
- Fundraise for The Expedition School Ltd.
- Represent the school in the community

*\*The board does not deal with the day to day operations of the school. Day to day items (such as teacher performance and school activities) should be discussed with appropriate school personnel.*

To contact the board of directors, e-mail [board@theexpeditionsschool.com](mailto:board@theexpeditionsschool.com).

Board [Operational Goals & Calendar](#)

Frequently Used Resources: Board [Membership/Terms & Committee Roster](#) ● [Contact List](#) <sup>(limited access)</sup> ● [Matrix](#) <sup>(limited access)</sup> ● [Officer Job Descriptions](#)

Board Values Reference: [Values Blueprint](#), [Values Y Charts](#)

[2023-2033 Charter Agreement](#)

[TES board bylaws](#)

[2025-2028 Strategic Plan](#)

[Board and Committee Meetings Calendar Link](#)

Time	Agenda Item	Minutes
<b>Convene Meeting</b>		
1 min	Motion to approve agenda	Lisa motioned to approve the meeting agenda. Sevy seconded. All approved.
2 min	Approval of <a href="#">last meeting's minutes</a>	Lisa motioned to approve the minutes from the September monthly meeting. Sevy seconded. All approved.
<b>Public Comments   <a href="#">Public Comments Policy</a></b> <i>Public comments must be submitted at least 24 hours prior to the meeting. The board secretary will distribute the comments and they will be reviewed by the board prior to the meeting. The board minutes will record the names of the individuals submitting comments.</i>		
1 min	List of names of those who submitted public comments.	List of those submitting public comments which were reviewed prior to the meeting.  There were no public comments submitted.
<b>Board Logistics/Organization: <a href="#">Board Operation   Goals &amp; Calendar</a></b>		
1 min	Reminder: Next Board Meeting is (in person or on zoom)	Meeting Thursday, November 20, 2025 @ 6 pm  The board agreed to meet virtually for the November board meeting.
5 min	Review this + next 2 months <a href="#">operational items</a>	<b>OCTOBER</b> <ul style="list-style-type: none"> <li>● Communications/Community Engagement <ul style="list-style-type: none"> <li>○ Attend project showcase (moved to October and November)</li> </ul> </li> <li>● Finance <ul style="list-style-type: none"> <li>○ Review school financial audit by end of October (this meeting) <ul style="list-style-type: none"> <li>■ Auditor will attend to lead this process</li> </ul> </li> </ul> </li> <li>● Director Evaluation <ul style="list-style-type: none"> <li>○ Was sent out October 13, staff will have until October 31 to complete, will be given time during their Professional Development window to complete.</li> </ul> </li> <li>● Committees <ul style="list-style-type: none"> <li>○ After committee meetings, committee chairs will send board chair summary to be added to the agenda</li> </ul> </li> </ul> <b>NOVEMBER</b> <ul style="list-style-type: none"> <li>● Communications/Community Engagement</li> </ul>

		<ul style="list-style-type: none"> <li>○ Newsletter will go out in November</li> <li>● Committees <ul style="list-style-type: none"> <li>○ After committee meetings, committee chairs will send board chair summary to be added to the agenda</li> </ul> </li> </ul> <p><b>DECEMBER</b></p> <ul style="list-style-type: none"> <li>● Board Governance <ul style="list-style-type: none"> <li>○ Review and approve operational goals annually AND schedule assessment of operational goals</li> </ul> </li> <li>● Calendar <ul style="list-style-type: none"> <li>○ Re-review school calendar draft (currently have a 2 year draft including 2026)</li> <li>○ Reminder to look at local school district calendars for alignment</li> </ul> </li> <li>● Finance <ul style="list-style-type: none"> <li>○ Review salaries of Executive staff</li> </ul> </li> <li>● Communications/Community Engagement <ul style="list-style-type: none"> <li>○ Attend project showcase (to be moved to end of January)</li> </ul> </li> <li>● Committees <ul style="list-style-type: none"> <li>○ After committee meetings, committee chairs will send board chair summary to be added to the agenda</li> </ul> </li> </ul> <p>The board reviewed operational items for Oct - Dec.</p>
1 min	<a href="#">Committee Meeting Calendar</a>	<p>Committee meetings have been scheduled through the end of February and are available on the “committee meeting calendar” linked to the left.</p>
<p><b>FINANCE Committee</b>  All financial items have been reviewed by the finance committee at the finance committee meetings  Meeting Minutes: <a href="#">2025</a> (<del>2024</del>)  <a href="#">Finance Committee Operations Calendar</a></p>		

<p><b>5 min</b></p>	<p>Review of the latest budget report in detail.</p> <p>Budget Report: <a href="#">SEP 2025</a></p> <p>Bank statements</p> <ul style="list-style-type: none"> <li>● <a href="#">Checking</a></li> <li>● <a href="#">ICS</a> Rate - 2.96%</li> <li>● <a href="#">Pinnacle</a></li> </ul> <p>Cover Letter</p> <p>Motion to approve bank reconciliations needed.</p>	<p>India reviewed the budget report and bank statements, all of which have been reviewed in detail at the Finance Committee Meeting. Noteworthy information include: reading fund revenues have been added but not yet expensed, Title I funding has come in, flood expenses and donations have been included (which shows a surplus, but there is not currently one). Revenues are coming in and normal financial operations are working.</p> <p>Kiersten made a motion to approve the bank reconciliations. Gavin seconded. All approved.</p> <p>Interest Rate took a slight dip from 3.20% to 2.96% Rate average 3.18%</p>
<p><b>1 min</b></p>	<p>Enrollment &amp; Lottery</p>	<p>2025-2026 budget is based on 381.</p> <p>Current 2025-2026 Enrollment Number: 380</p> <p>Application for 2026-2027 is open and live on the website, 22 applications already received.</p> <p>Feb. 8th Close Applications Feb. 9th Weighted Lottery Feb. 16th Lottery Pull</p> <p>Applications are typically between 600 and 700 yearly.</p>
<p><b>1 min</b></p>	<p>Insurance Update</p>	<p>Utica has completed our claim review and determined a claim amount for \$97,821.88. TES has asked for review of this funding number in some categories.</p> <p>Application for FEMA Support submitted, Approved by Emergency Management, waiting for FEMA approval no timeline given.</p>
<p><b>1 min</b></p>	<p>Flood Accounting</p>	<p>Current Raised:\$203,125.37</p> <p>Current Spending: \$304,074.89</p> <p>Additional flood expenses are expected to hit in the future.</p>
<p>5 mins</p>	<p><a href="#">Draft Audit</a></p> <p><a href="#">Final Audit</a></p>	<p>Rebekah Barr (or associate) will be coming to our Board meeting at 6:15.</p> <p>Rebekah reviewed the final audit to be submitted to DPI. The report is unmodified with a clean opinion. The school ended the year with about \$3.4 million fund balance. No concerns were found in the auditing process, even despite the flood. The board and Tammy celebrated</p>

		<p>Kendall Cook for her work on this process.</p> <p>The audit for the 2025-2026 year might look different as the net position reserves will likely decrease. Including this cost as a line item in the budget to cover the costs of flood expenses allows the state to know that the school is aware of these additional expenses. It is recommended that the school update the working budget throughout the year as flood expenses continue to change.</p> <p>Request for approval of the Audit</p> <p>Lisa motioned to approve the audit. Josh seconded. All approved.</p>
	Next Meeting	November 19, 2025 at 9am
<p><b>GOVERNANCE/POLICY Committee</b>  <b>Meeting Minutes: <a href="#">2025</a> (<a href="#">2024</a>)</b>  <a href="#">Policy Review Tracking List Master</a></p>		
5 min		<p><a href="#">Updated Leave Policy</a>  Changes are highlighted in blue.</p> <p>The Governance Committee reviewed the Updated Leave Policy, which was reviewed at the committee. Language to explain the rationale of the policy, definitions of “immediate family”, and documentation requirements and procedures were included. The exceptions to the policy have expanded from 4 to 7 exceptions and a special request possibility has been added; requests under this section would be reviewed by a committee and a consistent process will be followed so that there is thorough consideration. Staff not showing up or reporting to school can result in dismissal.</p> <p>Ryan N. motioned to approve the Updated Leave Policy. Lisa seconded. All approved.</p> <p>This policy goes into effect October 17, 2025. Tara will be sharing this information in the board recap email going out on that day.</p>
1 min		<p><a href="#">Wireless Communication Policy</a></p> <p>The Governance Committee reviewed the Wireless Communication Policy which was reviewed at the committee. This is required by state law for January 1, 2026. This policy was created using state guidelines and was reviewed and written by the school attorney. A procedure was required to be written into the policy (TES’ includes students keeping devices in backpacks and lockers).</p> <p>Lisa motioned to approve the Wireless Communication Policy. Kiersten</p>

		<p>seconded. All approved.</p> <p>Communication about this policy will begin to be worked on starting October 17, 2025.</p>
<b>1 min</b>		Finance and HR board recruitment communication
	Next meeting	<p>Thursday, Dec. 4 at 7 p.m.</p> <p>Thursday, Feb. 5 at 7 p.m.</p>
<b>STRATEGIC PLANNING Committee</b> <a href="#">2025-28 Strategic Plan</a> <b>Meeting Minutes: <a href="#">2025</a> (<a href="#">2024</a>)</b>		
		No meeting last month
<b>1 min</b>	Next Meeting	Thursday, December 11 at 7:00 p.m.
<b>FACILITIES Committee</b> <b>Meeting Minutes:</b>		
<b>5 min</b>		<p>Facilities Committee met on 9/23, and some members met with Town of Hillsborough Planning on 9/30 to discuss options to move into replacement space (for the Lower School Building) at the Mill. Town staff was generally receptive to the idea of moving into ~equivalent sized space to replace the Lower School.</p> <p>We sent them a potential space (immediately adjacent/south of the Upper School) that we had previously assessed with Hedgehog to get Town feedback on our ability to move forward on that replacement space without a special use permit. Have not yet heard back.</p> <p>The potential new space is currently larger than the former lower school space. There is optimism that there is a path forward at the mill currently, especially in the short term. Expansion was not discussed.</p>
<b>1 min</b>		<p><a href="#">Review of Real Estate Attorney contract</a></p> <p>This attorney would work on contracts, but not tasks focused on policy or processes. This attorney comes with strong recommendations and is similar to market value.</p> <p>Sevy motioned to approve the contract with real estate attorney John-Paul Schick. Lisa seconded. All approved.</p>
<b>1 min</b>	Next meeting	Tuesday, October 21 at 9:30 a.m.
<b>ACADEMIC EXCELLENCE Committee</b>		

<b>Meeting Minutes: <a href="#">2025</a> (<del>2024</del>)</b>		
		No meeting last month
	Next Meeting	The next meeting is Monday, October 27 at 8:00 p.m.
<b>DEVELOPMENT Committee Meeting Minutes: <a href="#">2025</a> (<del>2024</del>)</b>		
5 min		<p>The Development Committee met on 9/22, where they reviewed stewardship options for donors (monetary and material) and volunteers who supported TES in the wake of the flood, and discussed potential for an event in the second half of the school-year.</p> <p>Decisions: pursue multi-pronged stewardship steps to reach all who helped. Headlined by merged emails for most, mailed notes in certain cases, and with attention to anonymity and the variety of types of donors.</p> <p>Partnership with vendors and TESCA have been discussed and are continuing to be considered.</p>
	Next Meeting	Next meeting is Friday, November 14 at 12:00 p.m.
<b>Director's Report</b>		
8 min	<a href="#">Staff Engagement Survey Presentation</a>	<p>Staff engagement Survey (yearly) - Tammy will review with Board in October. This report was delayed several months due to the flood. High participation was across all demographics, except teaching assistants; changes will be made for subsequent years to rectify this. This survey was completed on a Net Promoter score. The 2024-2025 overall Net Promoter score was a 49 (great) for how likely it is staff would recommend TES to a friend or colleague. The score for recommending TES for a student is 84 (excellent).</p> <p>High scores for everyone include: staff feeling cared for, staff knowing expectations, and staff having ability to grow. TES staff consistently celebrate people and support. Lowest score all around is "at work, my opinion seems to count."</p> <p>An action plan was rolled out at PLC leaders and is reviewed by the administration team as well, goals will be set based on lower scores, individual targets will be set, and data will be tracked and analyzed in an effort to improve scores. Many teams have shifted from the 2024-2025 year to the current year. This data will be analyzed with personal team situations in mind and shared with administration. The board will be able to compare updates with the results of the 2025-2026 results, but any noticings that would benefit from board support would be brought to the board.</p>

		<p>The board celebrated successes and are grateful for the reflection process that it entails.</p> <p>Facility update Sound panels have been added to the Cloth Mill and next steps are occurring to mitigate sound concerns. Cloth Mill staff and students continue to meet to problem solve and adjust.</p>
<b>Other</b>		
<b>1 min</b>	<a href="#">Upcoming meetings</a>	<p>Tuesday, Oct 21 @ 9:30 am: Facilities Monday, Oct 27 @ 8 pm: Academic Excellence Friday, Nov 14 @ 12 pm: Development Wednesday, Nov 19 @ 9 am: Finance Thursday, Nov 20 @ 6pm: Board Meeting</p>
<b>Closed Session</b>		
<p><b>Start time:</b> <b>7:04 pm</b></p> <p><b>End time:</b> <b>7:27 pm</b></p>	<p><a href="#">Closed Session according NCGS 143-318.11</a> (a)(1) and (a)(6)</p> <p>Board members now go into a separate room for the closed session. Public may remain in the “main” room if desired. Board members will return after closed session to take any necessary actions/votes.</p>	<p>Lisa made a motion to go into Closed Session according NCGS 143-318.11 (a)(1) prevention of disclosure of confidential information and (a)(6) personnel matters. Kiersten seconded. All approved.</p> <p>Lisa made a motion to end closed session. Sevy seconded. All approved</p> <p>Lisa made a motion to move to open session. Sevy seconded. All approved</p>
<b>Meeting Closure</b>		
<b>1 min</b>	End of Meeting	<p>Lisa made a motion to approve two resignations and one new hire. Sevy seconded. All approved.</p> <p>Lisa made a motion to close the meeting. Paul seconded. All approved.</p>