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## BOARD MEETING MINUTES

### Board Members in Attendance:

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|---|---|--|
| <input type="checkbox"/> Ryan Cotterman, President        | <input type="checkbox"/> Yuliya Morris, Treasurer | <input type="checkbox"/> Holly Miller    |
| <input type="checkbox"/> Roland Lewis Jr., Vice President | <input type="checkbox"/> Shon Mallory             | <input type="checkbox"/> A. Monica Cutno |
| <input type="checkbox"/> Diego Torres, Secretary          |   |  |

### I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:30 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

### II. Consent Agenda

- A. Draft minutes from the January 19, 2021 regular monthly board meeting were presented by Ryan Cotterman.
- B. Financial report was given by Yulia Morris.

Motion to approve the consent agenda.

Motion: Roland Lewis Jr.

Second: A. Monica Cutno

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (7-0)

### III. Public Comments

- A. None presented.

### IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
  - 1. Multiple recognitions for ESA staff, including Ms. Yvonne Drew was recognized by the Town of Wake Forest as a Black History Month 2021 Honoree and Ms. Jennifer Snyder was named by the Council of Exceptional Children as their 2020-2021 Teacher of Excellence.
  - 2. Discussed the Beginning Teacher Support Plan presented by Dean Johnson.
  - 3. State announced that COVID vaccines will be available to educators beginning February 24, 2021.
  - 4. Lower School and Upper School Deans provided an update on current remote instruction plans and feedback received from families via surveys.
  - 5. ESA lottery application closes on February 26, 2021. As of the date of the meeting the School had approximately 950 applications.
  - 6. Discussed COVID-19 and implications to the plan for the second semester, including present conditions, timing of vaccinations for teachers and several different options for returning in March 2021.

Motion to approve the Beginning Teacher Support Program.

Motion: Holly Miller  
Second: Yuliya Morris  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

Motion to approve moving to Plan B effective March 1, 2021, with intention to move to Plan A on April 5, 2021 and reassess at the next board meeting.

Motion: Diego Torres  
Second: Ryan Cotterman  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

B. Finance Committee report was given by Yuliya Morris.

1. Reviewed changes to the revenue and expenditures lines of the 2020-2021 budget, noting that there were no significant changes, except for increases to the fire/security alarm and legal expense line items.
2. Coverage ratio and days cash on hand are in good standing.

C. Development Committee report was given by Roland Lewis Jr.

1. Discussion around the progress of placing the fencing around the soccer fields, including the price of materials and the need to purchase them sooner rather than later due to expected increases.
2. North State Resurfacing has not made much progress towards the construction of the tennis courts due to the wet weather.

## V. Closed Session

A. The Board moved into closed session at 7:54 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6) and confidential and privileged information under NC G.S. 143-318.11(a)(1).

Motion to approve entering closed session.

Motion: Roland Lewis Jr.  
Second: A. Monica Cutno  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

B. The Board exited closed session at 8:28 PM and resumed regular board meeting.

Motion to approve ending closed session.

Motion: Shon Mallory  
Second: Roland Lewis Jr.  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

## **VI. Actions**

Motion to accept Dr. Fuller's HR recommendations as discussed in closed session.

Motion: Shon Mallory

Second: Yuliya Morris

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (7-0)

## **VII. Adjournment**

A. Next regular board meeting is on Monday, March 15, 2021 from 6:30 PM - 8:00 PM via Zoom Meeting.

B. Board meeting was adjourned at 8:38 PM.

Motion to adjourn the meeting.

Motion: Yuliya Morris

Second: Shon Mallory

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (7-0)