



BOARD MEETING MINUTES

Board Members in Attendance:

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|--|--|---|
| <input checked="" type="checkbox"/> Ryan Cotterman, President | <input checked="" type="checkbox"/> Yuliya Morris, Treasurer | <input checked="" type="checkbox"/> Holly Miller |
| <input checked="" type="checkbox"/> Roland Lewis Jr., Vice President | <input checked="" type="checkbox"/> Shon Mallory | <input checked="" 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 6:33 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the February 15, 2021 regular monthly board meeting were presented by Ryan Cotterman. No material revisions were made.
- B. Financial report was given by Yulia Morris.

Motion to approve the consent agenda.

Motion: Holly Miller

Second: A. Monica Cutno

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (5-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 1. The ESA lottery was held on schedule and there were more applicants than last year. All open kindergarten seats were offered out and are currently being processed. As seats in other grade levels become known they will be offered out as well.
 2. In early March 2021, the School's in-person instruction under Plan B was interrupted by a COVID cluster. Under advice of the Wake County Health Department, the school transitioned back to full remote instruction for a 14-day period (calendar days). The end of this period is at the end of the day on March 16, 2021.
 3. A recent agreement between Governor Cooper and the North Carolina General Assembly regarding the re-opening of schools will "require elementary schools to use Plan A for daily in-person classes while middle and high schools can choose between Plan A or Plan B. Local districts can also still close schools in the event of COVID-19 outbreaks". This does not technically apply to charter schools, but clears the way for ESA to alter current plans if considered appropriate.

4. Discussion regarding options for returning to in-person instruction and a general COVID update ensued. In the immediate, the School plans to open under Plan B on March 18, 2021 beginning with Cohort B. After spring break and consistent with the plan approved previously, the School intends to return to a full Plan A on April 5, 2021 for the Lower School. Additionally, the administration proposed that given the new agreement with the Governor, that the Upper School should also return under Plan A on April 5, 2021.

Motion to confirm the transition to Plan A for Lower School students beginning April 5, 2021, while maintaining a fully remote option as needed.

Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (5-0)

Motion to approve moving to Plan A effective April 5, 2021 for Upper School students, while maintaining a fully remote option as needed.

Motion: Ryan Cotterman
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (5-0)

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.
2. Coverage ratio and days cash on hand are in good standing.
3. Consistent with prior years, in April 2021 the Finance Committee and the School's administration will perform an in-depth analysis of the year-to-date spend to identify any potential opportunities to update the budget prior to the end of the fiscal year.

C. Development Committee report was given by A. Monica Cutno.

1. Fencing installation around the soccer fields is complete and locks have been installed. Keys will be given to appropriate staff.
2. If the rain subsides, North State Resurfacing expects to begin construction of the tennis courts later in March/April 2021. Fencing around tennis courts will be installed upon completion.
3. The fencing around bioretention pond was damaged over the weekend. Mrs. Prentice filed a report with Wake Forest Police Department upon entering the school property on March 14, 2021. ESA will be filing an insurance claim in order to repair and reinstall the fencing.
4. Concern was expressed over ESA property continuing to be used by non-authorized individuals after school hours and on the weekends for various non-sanctioned purposes. Further evaluation is required to identify a feasible resolution to protect the school property and potential violators in case of injury, while providing the appropriate access to the staff.

V. Closed Session

- A. The Board moved into closed session at 7:10 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: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (5-0)

Roland Lewis, Jr. joined the meeting at 7:20 PM in closed session.

B. The Board exited closed session at 8:16 PM and resumed regular board meeting.

Motion to approve ending closed session.
Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

VI. Actions

Motion to accept Dr. Fuller's HR recommendations as discussed in closed session.
Motion: Ryan Cotterman
Second: Holly Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

Motion to ratify the NPDES NCG01000 construction stormwater inspection responsibilities from JPM South to Pollution Monitoring Services, Inc. for the tennis court construction stormwater runoff inspections per the NCG01000 stormwater permit requirements.

Motion: A. Monica Cutno
Second: Holly Miller
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)

VII. Adjournment

A. Next regular board meeting is on Monday, April 19, 2021 from 6:30 PM - 8:00 PM at 590 Traditions Grand Blvd, Wake Forest, NC.

B. Board meeting was adjourned at 8:31 PM.

Motion to adjourn the meeting.
Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (6-0)