



---

## BOARD MEETING MINUTES

### Board Members in Attendance:

- |   |   |  |
|---|---|--|
| <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 6:36 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

### II. Consent Agenda

- A. Draft minutes from the October 19, 2020 regular monthly board meeting were presented by Ryan Cotterman.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

Motion: Roland Lewis Jr.

Second: A. Monica Cutno

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. Dr. Fuller provided an update on COVID-19 and recommended to continue forward with Plan B unless there is a change in executive order or if Plan B begins to fail.
  2. The School will engage Sergio to move the rocks to make room for the garden classroom.
  3. Discussed what was needed to implement a weighted lottery, which may require amendments to the School's policies and the charter application.

Motion to approve maintaining Plan B for second semester with the option to move to Plan C if necessary. Moving from Plan C back to Plan B or Plan A, requires Board Approval.

Motion: A. Monica Cutno

Second: Yuliya Morris

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 (other than noted below).
2. ADM was initially set at 725, however, it was increased to 740 due to the Hold-Harmless Act, which is funding to the max we can accommodate and resulted in an increase of approximately \$200,000.
3. Discussed and reviewed the North State Resurfacing Contract, including selection of the color of the inside and outer courts of burgundy and gray, respectively.

Motion to approve North State Resurfacing Contract.

Motion: A. Monica Cutno  
Second: Shon Mallory  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

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

1. There will be a requirement to shift the soccer fields by approximately ten feet to accommodate the inclusion of a fence around the fields.
2. The School will utilize a surveyor to mark each corner of the soccer fields to ensure that there is a way to rediscover them each athletic year.
3. Discussed the costs of installing a fence and agreed on soft approval of dollar amount based on the three quotes that the School has received to-date.

D. Governance Committee report was given by Diego Torres.

1. Reviewed various policies to be implemented or updated, including the Return to Work During COVID-19 or Other Events Policy and Teleworking Policy.
2. Discussed changes to the Employee Handbook suggested by the Administration.
3. Consideration of the need for a Business Advisory Council to maintain the School's designation as a Model Stem School of Distinction and to help allow resources and other connections to the School.
4. Discussion of instituting a Business Advisory Committee, which Shon Mallory stated she was interested in being the chair of the Committee.

Motion to approve Return to Work During COVID-19 or Other Events Policy.

Motion: Shon Mallory  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

Motion to approve Employee Handbook changes.

Motion: Shon Mallory  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

Motion to approve the Teleworking Policy.

Motion: Diego Torres  
Second: A. Monica Cutno  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

Motion to approve creation of a Business Advisory Committee.

Motion: Diego Torres  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

Motion to approve Shon Mallory as the chair of the Business Advisory Committee.

Motion: A. Monica Cutno  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

## V. Closed Session

- A. The Board moved into closed session at 8:17pm 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: Shon Mallory  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

- B. The Board exited closed session at 9:04pm and resumed regular board meeting.

Motion to approve ending closed session.

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

## VI. Actions

Motion to accept Dr. Fuller's HR recommendations.

Motion: Ryan Cotterman  
Second: Shon Mallory  
Conflict of Interest: None  
Vote: Unanimously approved (7-0)

## VII. Adjournment

- A. Next regular board meeting is rescheduled for Monday, December 14, 2020 from 6:30PM - 8:00PM at 590 Traditions Grand Blvd, Wake Forest, NC.  
B. Board meeting was adjourned at 9:07 PM.

Motion to adjourn the meeting.

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