



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"/> Portia Scott, Secretary | <input type="checkbox"/> Diego Torres * | |

*Via phone

I. Call to Order

- A. Regular 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 February 10, 2020 regular board meeting was presented by Portia Scott.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

Motion: Monica Cutno

Second: Holly Miller

Conflict of Interest: None

Vote: Unanimously approved (7-0)

Diego Torres joined the meeting.

Public Comments were moved to later in the meeting.

III. Committee Reports

- A. Academic report was given by Dr. Fuller.
 - 1. Order from Governor Cooper was issued for school closure until March 27, 2020. The website will be updated to include latest COVID-19, NCDPI and Office of Charter School information.
 - 2. Information regarding COVID-19 virus, cancelled field trips, spring sports and an update on Camp Trinity has been communicated with staff, parents and students via emails.
 - 3. Distance learning plan for the school was shared by Mr. Gorski. Plans are for continued learning for ELA, Math, Science, Social Studies/History and specials/electives. The transition to a distance learning program is expected to be achievable given our STEAM platform.
 - 4. ESA's Social Worker is organizing community support with help from staff and parents.
 - 5. Hourly employees will continue to work alongside staff in support capacity.
 - 6. Lottery has been completed. Kindergarten seats are filled, and all grades have a waitlist. Lottery results will be posted to the website to access.
 - 7. Work completed on HVAC has been paid. Piedmont provided full report of other HVAC issues to consider for further evaluation.

8. Field trip vendors have been contacted regarding cancellations and the refund process has commenced.
9. NCDPI's Teacher Working Condition Survey has been completed.
10. Soaring Eagles Campaign has raised \$5,000 to-date for the athletics fields.

Motion to approve school closure order given by Governor Roy Cooper.

Motion: Shon Mallory
Second: Yuliya Morris
Conflict of Interest: None
Vote: Unanimously approved (8-0)

Motion to approve the administration's plan regarding ESA's staff schedule and compensation.

Motion: Monica Cutno
Second: Ryan Cotterman
Conflict of Interest: None
Vote: Unanimously approved (8-0)

Motion to approve GFL contract.

Motion: Monica Cutno
Second: Shon Mallory
Conflict of Interest: None
Vote: Unanimously approved (8-0)

B. Finance Committee report was given by Yuliya Morris.

1. Line items adjusted for significant changes, including the increases to the state bonus and background checks line items.
2. Discussion around need to update five-year forecast, including future technology needs and regular maintenance of the tennis courts.
3. All expenditures related to COVID-19 will be tracked in a separate line in the budget for reporting purposes.
4. Coverage ratio and days cash on-hand continue to be healthy and in good standing.
5. Reviewed Petway Mills & Pearson fiscal year 2019 – 2020 audit agreement for approval.

Motion to approve Petway Mills & Pearson renewal contract for fiscal year 2019 – 2020.

Motion: Ryan Cotterman
Second: Roland Lewis Jr.
Conflict of Interest: None
Vote: Unanimously approved (8-0)

C. Development report was given by Holly Miller and Roland Lewis Jr.

1. Athletic fields are progressing in accordance with the planned construction timeline.
2. Continued progress with soliciting interest of investors in ESA's athletic field project proposal.
3. Holly and Monica met with SEPI to discover a way to incorporate a STEAM education opportunity and sponsorship for classroom learning and career awareness.

D. Governance report was given Ryan Cotterman.

1. Board members need to complete at least two CPE courses and document certification of completion to fulfill the annual board training requirement.
2. Reviewed recommended updates to the Grievance Policy to better align with current practice.

Motion to amend grievance policy with the suggested changes that were reviewed.

Motion: Monica Cutno
Second: Holly Miller
Conflict of Interest: None
Vote: Unanimously approved (8-0)

IV. Public Comments

- A. Mrs. Dubose spoke on concerns regarding ESA’s suspension policy and her perception that it promotes zero tolerance. Further, Mrs. DuBose expressed concerns regarding disciplinary data as it relates to African American males.

V. Closed Session

- A. Board entered closed session at 8:24 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 go into closed session.

Motion: Holly Miller
Second: Ryan Cotterman
Conflict of Interest: None
Vote: Unanimously approved (8-0)

- B. Board exited closed session 9:55 PM and resumed regular board meeting.

Motion to end closed session.

Motion: Monica Cutno
Second: Shon Mallory
Conflict of Interest: None
Vote: Unanimously approved (8-0)

VI. Actions

Motion to accept Dr. Fuller’s HR recommendations.

Motion: Roland Lewis Jr.
Second: Yuliya Morris
Conflict of Interest: None
Vote: Unanimously approved (8-0)

VII. Adjournment

- A. Next regular board meeting is rescheduled for Monday, April 20, 2020, 6:30 – 8:00 PM at 590 Traditions Grand Blvd, Wake Forest, NC.
- B. Board meeting was adjourned at 10:04 PM.

Motion to adjourn the meeting.

Motion: Ryan Cotterman
Second: Yuliya Morris
Conflict of Interest: None
Vote: Unanimously approved (8-0)