



## 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             |  |

### I. Call to Order

- A. Regular meeting of the Board of Directors was called to order at 6:32 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

### II. Consent Agenda

- A. Draft minutes from March 16, 2020 regular board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: Monica Cutno

Second: Roland Lewis Jr.

Conflict of Interest: None

Vote: Unanimously approved (6-0)

Holly Miller and Yuliya Morris joined the meeting.

### III. Public Comments

- A. Mrs. Dubose asked the school's plans to evaluate and address academic achievement gaps for African American students. Mrs. DuBose also provided additional data to support her perspective and stated that the achievement gap related to African American students is not specifically identified in the School's Improvement Plan.
- B. Mr. Soden asked why EPA meetings are scheduled at 8am.
- C. Ms. Soden noted that scheduled board meetings are advertised on the School's website and asked whether notice could be added in the parent newsletter.

### IV. Committee Reports

- A. Academic report was given by Dr. Fuller.
  1. ESA Distance Learning is working well for the majority of students and families.
  2. Ms. Johnson is leading a tutoring team to support students and parents with academics.
  3. New grading system will be used to address an equitable grading practice.
  4. EOGs and EOCs have been cancelled. EVAAS and growth information will not be available for the school year.
  5. COVID-19 funds were used to upgrade software, purchase hotspots and provide to families in need and stipends for staff.

6. Administration requested to temporarily waive the leave days policy that allows staff the ability to redeem unused leave days at the end of December and June to support staff financial needs.
7. Food distribution for the community is held on Tuesdays and Thursdays at Envision campus.
8. Discussed expenses related the HVAC maintenance agreement for next school year.

Motion to approve waiving the specific section of the leave days policy to allow staff to redeem unused leave days prior to June 2020.

Motion: Holly Miller  
 Second: Yuliya Morris  
 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 increases to the athletics, decrease to the summer reading program and a minor increase to the substitute teacher line item.
2. Addition of specific line items related COVID-19, including one for funds receive and one related to expenses incurred.
3. Coverage ratio and days cash on-hand continue to be healthy and in good standing.
4. Last portion of bond funds have been exhausted.
5. Finance committee is evaluating budget and expenses for next fiscal year.
6. Preparation for 2019 audit is in process.

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

1. Athletic fields are cleared and ready to move on to the delivery of the tennis courts.
2. Given the unprecedented circumstances and the focus on students, families and the community, the Soaring Eagle funding campaign is suspended. Consider potentially resuming efforts to fund the athletic fields in fall 2020 or spring 2021.
3. Safety concerns were expressed around slope of soccer fields and actions are being evaluated to address the concerns.

D. Governance Committee report was given Ryan Cotterman.

1. Reviewed recommended updates to the Grievance Form to better align with current practice.

Motion to accept grievance form as submitted with the suggested changes.

Motion: Diego Torres  
 Second: Shon Mallory  
 Conflict of Interest: None  
 Vote: Approved (7-1)

## V. Closed Session

A. Board entered closed session at 7:55 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: Ryan Cotterman  
 Second: Monica Cutno  
 Conflict of Interest: None  
 Vote: Unanimously approved (8-0)

B. Board exited closed session 9:04 PM and resumed regular board meeting.

Motion to end closed session.

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

**VI. Actions**

Motion to accept Dr. Fuller's HR recommendations.

Motion: Diego Torres  
Second: Roland Lewis  
Conflict of Interest: None  
Vote: Unanimously approved (8-0)

**VII. Adjournment**

- A. Next regular board meeting is rescheduled for Monday, May 18, 2020 at 6:30PM - 8:00PM at Envision Science Academy, 590 Traditions Grande Blvd, Wake Forest, NC.
- B. Annual Board Retreat is scheduled for Saturday, May 30, 2020, at 10:00AM – 2:00PM.
- C. Board meeting was adjourned at 9:12 PM.

Motion to adjourn the meeting.

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