



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 April 20, 2020 regular board meeting were presented by Ryan Cotterman.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: A. Monica Cutno

Second: Roland Lewis Jr.

Conflict of Interest: None

Vote: Unanimously approved (6-0)

Shon Mallory and Portia Scott joined the meeting.

III. Public Comments

- A. None

IV. Committee Reports

- A. Academic report was given by Dr. Fuller.

1. ESA Remote Learning Program continues to have high student participation and full staff support.
2. Success in student tutoring and addressing social-emotional needs of students and families.
3. Grading guidelines given for the close of the 2019-2020 school year.
4. Discussed COVID-19 fund allocations as detailed by the state.
5. Intent to Return forms has 100% response rate with 10 students not returning for various reasons.
6. All returning employees have received offer letters for the 2020-2021 school year.
7. Staff contracts will receive recommended revisions to include remote learning, calendar changes made by General Assembly and other items.
8. Food distribution for the community is continuing every Tuesday and Thursday at Envision Science Academy.

- B. Finance Committee report was given by Yuliya Morris.

1. Increase in the curriculum and instructional materials, school and office supplies and technology line items.
2. Coverage ratio and days cash on-hand are healthy and significantly above the covenant requirements.
3. Dr. Fuller provided a summary of discussions around previous HVAC issues and the impact on the budget.
4. The 2019 annual audit has commenced and expected to conclude with the issuance of financial statements in October 2020.

C. Development report was given by A. Monica Cutno and Roland Lewis Jr.

1. Soccer fields and the preparation for the tennis courts are almost complete.
2. Sidewalks and fencing will be reassessed for accessibility and safety.
3. The contract with Court One for the tennis courts is being reviewed and finalized.

D. Governance report was given by Ryan Cotterman.

1. Reviewed the training completed by board members today and provided a reminder to complete the required amount of professional education before the completion of the 2019-2020 school year.

Yuliya Morris left the meeting

V. Closed Session

A. Board entered closed session at 7:38 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to go into closed session.

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

B. Board exited closed session 8:00 PM and resumed regular board meeting.

Motion to end closed session.

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

VI. Actions

Motion to accept Dr. Fuller's HR recommendations.

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

VII. Adjournment

- A. Next regular board meeting is scheduled for Monday, June 15, 2020 at 6:30 PM – 8:00 PM at Envision Science Academy, 590 Traditions Grande Blvd, Wake Forest, NC.
- B. Annual Board Retreat is scheduled remotely for Saturday, May 30, 2020 at 10:00 AM – 2:00 PM.
- C. Board meeting was adjourned at 8:10 PM.

Motion to adjourn the meeting.

Motion: Diego Torres

Second: Shon Mallory

Conflict of Interest: None

Vote: Unanimously approved (7-0)