



## BOARD MEETING MINUTES

### Board Members in Attendance:

- |  |  |                                       |
|--|--|---------------------------------------|
| <input type="checkbox"/> Ryan Cotterman, President         | <input type="checkbox"/> A. Monica Cutno | <input type="checkbox"/> Diego Torres |
| <input type="checkbox"/> Roland Lewis Jr, Vice President * | <input type="checkbox"/> Shon Mallory    |                                       |
| <input type="checkbox"/> Portia Scott, Secretary           | <input type="checkbox"/> Holly Miller    |                                       |

\*By Phone

### I. Call to Order

- A. Regular meeting of the Board of Directors was called to order at 6:31 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

### II. Consent Agenda

- A. Draft minutes from the June 17, 2019 regular board meeting and July 19, 2019 special meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: Diego Torres

Second: A. Monica Cutno

Conflict of Interest: None

Vote: Unanimously approved (7-0)

### III. Public Comments

- A. None

### IV. Committee Reports

- A. Academic report was given by Dr. Fuller, which included, but was not limited to the following:

1. NCDPI will recognize ESA as a STEM School of Distinction on September 5, 2019 at the SBE meeting. Ms. Prentice and two students will speak on behalf of ESA.
2. Reviewed ADM as of August 19, 2019.
3. Reviewed preliminary (unofficial) EOG scores for 2018–2019.
4. Reviewed Camp Trinity Agreement and Athletic Facility Agreement with St Catherine.
5. Discussed Athletic Handbook revisions.
6. Reviewed 2018–2019 audit results regarding health report.
7. ESA received an invitation to participate in the NC Access Grant.
8. MClass has been purchased for 2019–2020 benchmarks until issues are resolved with Istation.
9. Reviewed Holbrook contract agreement for 7<sup>th</sup> grade Atlanta Field Trip.

Motion to approve the Camp Trinity agreement for the 2019–2020 fiscal year.

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

Motion to ratify and approve Saint Catherine’s 2018–2019 and 2019–2020 contracts, respectively.

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

Motion to approve revision to Athletic Handbook for 2019–2020.

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

Motion to approve contract with Holbrook for 7th grade Atlanta Field Trip.

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

B. Finance Committee report was given by Ryan Cotterman.

1. Cover ratio and days cash on hand are in good standing as of the month ended July 31, 2019.
2. Discussed the status of the fiscal year 2018–2019 audit noting no issues identified to-date.
3. ESA is awaiting final approval from Town of Wake Forest for the ball fields.

C. Governance Committee report was given by Ryan Cotterman.

1. Reviewed asset disposition policy.
2. Reviewed board assessment for 2018–2019.
3. Reviewed new board member candidate application for 2019–2020.
4. Board Dashboard (new) will be presented next board meeting.

Motion to approve asset disposition policy.

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

## V. Adjournment

- A. Next regular board meeting is scheduled for Monday, September 16, 2019, 6:30 PM – 8:00 PM at 590 Traditions Grand Blvd, Wake Forest NC.
- B. Board meeting was adjourned at 8:19 PM.

Motion to adjourn meeting.

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