



## BOARD MEETING MINUTES

### Board Members in Attendance:

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

### I. Call to Order

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

### II. Consent Agenda

- A. Draft minutes from 10/15/18 board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve consent agenda.

Motion: Roland Lewis Jr

Second: Diego Torres

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)

### III. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
  1. Search for school social worker continues. Entire grant amount was allocated to ESA, instead of being split with Youngsville Academy, as originally promised by DPI. ESA will allocate 40% of the funds to Youngsville Academy.
  2. Discussed 4<sup>th</sup> grade field trip to NC Coast.

Motion to approve Holbrook Field Trip agreement for 7<sup>th</sup> grade.

Motion: Roland Lewis Jr

Second: Holly Miller

Discussion: None

Conflict of Interest: None

Vote: Approved (4-1)

3. ESA to use Cigna grant and executive-on-loan for outdoor learning center/community garden. Request to relocate garden from behind school building to southeast area of campus, near future ball fields.

Motion to approve relocation of community garden.

Motion: Holly Miller

Second: Roland Lewis Jr

Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

4. Reviewed several proposals for interior and exterior campus improvements.

Motion to approve Town & Country proposal for chair rail installation.

Motion: Ryan Cotterman  
Second: Diego Torres  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

5. Reviewed enrollment information and schedule for 2019-2020 school year.

Motion to accept 2019-2020 enrollment plans.

Motion: Roland Lewis Jr  
Second: Holly Miller  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

6. Discussed EF Tours to determine if trips should be sponsored by school or individual teachers. Policies, processes and waiver forms to be developed for teacher-sponsored trips.

- B. Finance Committee report was given by Ryan Cotterman.

1. Official ADM is 703.
2. Requests for proposals have been made for 2019 audit engagement.

- C. Governance Committee report given was given by A. Monica Cutno.

1. Discussed amendments to Weapons policy and Purchasing, Procurement and Contracting policy.

Motion to accept amendments to Weapons policy.

Motion: Diego Torres  
Second: Roland Lewis Jr  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve amendments to Purchasing, Procurement and Contracting policy.

Motion: Ryan Cotterman  
Second: Roland Lewis Jr  
Discussion: None  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

- D. Development Committee report given was given by Roland Lewis Jr and Holly Miller.

1. Presentation on new capital enhancement campaign was shared by committee co-chairs.
2. Fund will be used for campus improvements (i.e. ball fields, outdoor learning space, community garden, trails, and multi-purpose area).
3. Committee will finalize plans, collateral materials, and launch date in coming weeks.

#### IV. Public Comments

- A. Shelbye Horton asked about the display of student birth dates on report cards with respect to privacy. Ms. Horton expressed concerns regarding cyberbullying by parents on social media, such as Facebook, and asked if related school policies exist.

**V. Closed Session**

- A. Board entered closed session at 7:59 PM to discuss and prevent the disclosure of confidential information pursuant to NC G.S. 143-318.11(a)(1).

Motion to go into closed session.

Motion: Diego Torres

Second: Roland Lewis Jr

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)

- B. Board exited closed session at 8:32 PM and resumed regular meeting.

Motion to end closed session.

Motion: Diego Torres

Second: Holly Miller

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)

**VI. Adjournment**

- A. Next regular board meeting is scheduled for Monday, December 17, 2018, 6:30-8:00 PM, via conference call.
- B. Board meeting was adjourned at 8:33 PM.

Motion to adjourn meeting.

Motion: Diego Torres

Second: Ryan Cotterman

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (6-0)