



BOARD MEETING MINUTES

Board Members in Attendance:

- | | | |
|-----------------------------------|-----------------------------|----------------|
| ■ A. Monica Cutno, President | ■ Ryan Cotterman, Treasurer | ■ Josh Redlus |
| ■ Roland Lewis Jr, Vice President | ■ Holly Miller | ■ Diego Torres |
| ■ Portia Scott, Secretary | | |

I. Call to Order

- A. Regular meeting of the Board of Directors was called to order at 6:30 PM by A. Monica Cutno.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from 11/27/18 board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve consent agenda.

Motion: Diego Torres

Second: Roland Lewis Jr

Conflict of Interest: None

Vote: Unanimously approved (7-0)

III. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 - 1. Charter School Advisory Board postponed charter renewal decisions until January meeting due to weather.
 - 2. Mr. Isham's 4th grade participated in NCDPI Computer Science Expo. Lieutenant Governor was impressed and wants to visit ESA in near future.
 - 3. Due to school closings on December 10-11th, following calendar adjustments are necessary:
 - January 17th – full school day for students (was early release day)
 - January 18th – early release day for students (was teacher workday)
 - February 15th – early release day for students (was teacher workday)

Motion to approve calendar amendments.

Motion: Ryan Cotterman

Second: Josh Redlus

Conflict of Interest: None

Vote: Approved (7-0)

- 4. Reviewed Sound to Sea field trip proposal for 6th grade.

Motion to approve Sound to Sea field trip agreement.

Motion: Roland Lewis Jr
Second: Ryan Cotterman
Conflict of Interest: None
Vote: Approved (7-0)

5. Discussed PowerSchool bundle. More information needed prior to making decision.
6. Discussed implementing official grade level social media pages to foster effective communication.
7. Grant-funded school social worker position has been filled.

Motion to approve HR recommendation (Bell) by Dr. Fuller.

Motion: Roland Lewis Jr
Second: Josh Redlus
Conflict of Interest: None
Vote: Approved (7-0)

- B. Finance Committee report was given by Ryan Cotterman.
1. Two audit proposals have been received and are currently under review.
 2. Underwriters stated it is too early to pursue investment grade bond rating.
 3. Financial policies were amended to reflect new name (LINQ) of finance software.

Motion to approve name change amendments in financial policies.

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

- C. Governance Committee report was given by Diego Torres.
1. Principal mid-year evaluation form will be revised to align with new executive director role.
 2. Discussed new asset deposition policy. Tabled discussion for further development of policy; need to distinguish assets vs. property.
 3. Reviewed new unsponsored and non-endorsed international and domestic tours policy and organizer waiver.

Motion to adopt new policy and waiver

Motion: Diego Torres
Second: Roland Lewis Jr
Conflict of Interest: None
Vote: Unanimously approved (7-0)

IV. Public Comments

- A. None

V. Adjournment

- A. Next regular board meeting is scheduled for January 28, 2019, 6:30 – 8:00 PM, 590 Traditions Grande Blvd, Wake Forest.
- B. Board meeting was adjourned at 7:50 PM.

Motion to adjourn meeting.

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