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## SPECIAL BOARD MEETING MINUTES

### Board Members in Attendance:

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

### I. Call to Order

- A. Special meeting of the Board of Directors was called to order at 6:30 PM by A. Monica Cutno.
- B. Mission statement was read by the board president.

### II. Human Resources Recommendations

- A. Discussed need for K-1 teacher assistant position.
- B. Reviewed amendment to vacation days policy regarding 12-month employees.

Motion to approve HR recommendations and TA position as recommended by Dr. Fuller.

Motion: Diego Torres  
Second: Marla Mills-Wilson  
Discussion: None  
Vote: Unanimously approved (8-0)

Motion to accept revised vacation days policy.

Motion: Diego Torres  
Second: Roland Lewis Jr  
Discussion: None  
Vote: Unanimously approved (8-0)

### III. Vendor Proposals

- A. Reviewed vendor contracts for 2017-18 – soccer field rental, HVAC maintenance, pest control, and workers' compensation.
- B. Time clock management software discussed and tabled for further review.

Motion to approve 2017-18 vendor contracts.

Motion: Roland Lewis Jr  
Second: Holly Miller  
Discussion: None  
Vote: Unanimously approved (8-0)

Motion to accept Accident Fund as new workers' comp. vendor. Diego Torres abstained from voting.

Motion: Sonal Krishna

Second: Ryan Cotterman

Discussion: None

Vote: Unanimously approved (7-0)

#### **IV. Adjournment**

A. Next regular board meeting is scheduled for August 21, 2017, 6:30 – 8:30 PM, 590 Traditions Grande Blvd, Wake Forest.

B. Board meeting was adjourned at 7:27 PM.

Motion to adjourn meeting.

Motion: Sonal Krishna

Second: Ryan Cotterman

Discussion: None

Vote: Unanimously approved (8-0)