



BOARD MEETING MINUTES

Board Members in Attendance:

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

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.
- C. Housekeeping Items:
 - 1. ESA received Academic Growth Award 2016-2017 and National School Choice Award.
 - 2. Frame board photo presented to BOD by Life Touch.
 - 3. Finance meeting invitation extended to all board members.
 - 4. Board self-assessment showed strong results.
 - 5. Principal mid-year evaluation has been completed.

II. Consent Agenda

- A. Draft minutes from 1/22/18 board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve consent agenda.

Motion: Sonal Krishna

Second: Diego Torres

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (8-0)

III. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 - 1. Boosterthon fundraiser brought in \$15,600; funds will be allocated to operations.
 - 2. Received update on NC Model STEM School application.
 - 3. ESA will host Northeast Academy of Aerospace and Advanced Technologies on February 28th to share best practices on STEAM and Project-based Learning.
- B. Finance Committee report was given by Ryan Cotterman.
 - 1. Discussed monthly budget. Full budget review scheduled for March board meeting.
 - 2. Reviewed 2018 audit contract for service renewal.

Motion to accept 2018 audit contract.

Motion: Ryan Cotterman

Second: Roland Lewis Jr.

Discussion: None

Conflict of Interest: None

Vote: Unanimously approved (8-0)

C. Governance Committee report was given Diego Torres.

1. Discussed revisions to Substitute Teacher and Exceptional Children (EC) program policies.
2. Reviewed amendments to Admissions Policy and Student Conduct and Discipline in Charter Application.
3. Discussed recommendations for Make-up Days policy for staff and students.

Motion to approve revisions to EC program policies.

Motion: Diego Torres
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (8-0)

Motion to accept Admissions Policy amendment in Charter Application.

Motion: Josh Redlus
Second: Diego Torres
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (8-0)

Motion to accept Student Conduct and Discipline amendment in Charter Application.

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

Motion to approve revisions to Substitute Teacher policy.

Motion: Sonal Krishna
Second: Holly Miller
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (8-0)

Motion to approve recommendations for Make-up Days policy.

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

IV. Public Comments

A. None

V. Closed Session

- A. Board entered closed session at 7:13 PM to prevent the disclosure of confidential information pursuant to NC G.S. 143-318.11(a)(1) and to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to enter closed session.

Motion: Diego Torres

Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (8-0)

B. Board exited closed session at 9:00 PM and resumed regular meeting.

Motion to end closed session.
Motion: Ryan Cotterman
Second: Marla Mills-Wilson
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (9-0)

VI. Actions

Motion to accept recommendations for restructuring administrative/front office staff contingent upon due diligence.

Motion: Sonal Krishna
Second: Holly Miller
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (9-0)

Motion to accept recommendations for administrator contract, as discussed in closed session.

Motion: Diego Torres
Second: Sonal Krishna
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (9-0)

VII. Adjournment

A. Next regular board meeting is scheduled for Monday, March 19th, 2018, 6:30-8:00 PM at Envision Science Academy, 590 Traditions Grande Blvd, Wake Forest.

B. Board meeting was adjourned at 9:02 PM.

Motion to adjourn meeting.
Motion: Marla Mills-Wilson
Second: Sonal Krishna
Discussion: None
Conflict of Interest: None
Vote: Unanimously approved (9-0)