



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

I. Call to Order

- A. Regular meeting of the Board of Directors was called to order at 6:31 PM by A. Monica Cutno.
- B. Mission statement was read by the board president.
- C. Welcomed special guest, Holly Miller, from Town of Wake Forest Engineering.

II. Consent Agenda

- A. Draft minutes from 12/12/16 board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman.

Motion to approve consent agenda.

Motion: Sonal Krishna

Second: Roland Lewis Jr.

Discussion: None

Vote: Unanimously approved (7-0)

III. Committee Reports

- A. Academic Committee report was given by Principal Fuller.
 1. Erica Prentice presented midyear benchmark assessment results for K-8. Meeting growth goals is the focus.
 2. Board voting on School Improvement Plan will need to be postponed until Feb. to allow for 30-day feedback period on school website.
 3. 2017-18 enrollment period opens on Jan. 30th. Open House for prospective parents on Jan. 25th (5-7 PM) at elementary school and Jan. 26th (5:30–6:30 PM) at middle school.
- B. Finance Committee report was given by Monica Cutno.
 1. Budget is healthy and bond covenants are strong.
 2. Investor Call is scheduled for Feb. 13th at 10:00 AM.
- C. Facility Committee report was given by Sonal Krishna.
 1. New facility almost complete. Weekly construction meetings continue.
 2. School closed on Feb. 16-20th for moving and reopens at new site on Feb. 21st.
 3. Security 101 awarded fire and security monitoring contract at new site.

Motion to approve fire/security monitoring contract.

Motion: Josh Redlus

Second: Roland Lewis Jr.

Discussion: None

Vote: Unanimously approved (7-0)

- D. Development Committee report was given by Roland Lewis Jr.
 - 1. Lowe's Toolbox for Education grant was not awarded to ESA.
 - 2. Received \$5000 donation from Inno Clinical Outcomes.
 - 3. Wall of Honor campaign will close on Jan. 31st. Permanent donor display will be mounted in new building.
 - 4. New grant and fundraising opportunities are being reviewed.
- E. Governance Committee report was given by Diego Torres.
 - 1. Reviewed facility care & safety policy for new building.
 - 2. Discussed revision to substitute teacher policy. To ease budget concerns, subs pay for background checks, then reimbursed after assignments.
 - 3. Reviewed new risk management policy with respect to charter buses.

Motion to adopt new facility and risk management policies and revisions to substitute policy.

Motion: Diego Torres

Second: Ryan Cotterman

Discussion: None

Vote: Unanimously approved (7-0)

IV. Public Comments

- A. None

V. Closed Session

- A. Board entered closed session at 8:17 PM to discuss student and personnel matters, which are privileged and confidential pursuant to GS 143-318.11.(a).

Motion to go into closed session.

Motion: Sonal Krishna

Second: Ryan Cotterman

Discussion: None

Vote: Unanimously approved (7-0)

Board exited closed session at 8:42 PM and resumed regular meeting.

VI. Action

Motion to approve HR recommendations (Updike, Hargrove, Gorski, and Burton) submitted by Dr. Fuller.

Motion: Roland Lewis Jr.

Second: Diego Torres

Discussion: None

Vote: Approved (7-0)

VII. Adjournment

- A. Due to President's Day, the next regular board meeting will be on February 27, 2017 in the new building (590 Traditions Grande Blvd, Wake Forest), 6:30-8:00 PM.
- B. Board meeting was adjourned at 8:43 PM.

Motion to adjourn meeting.

Motion: Diego Torres

Second: Roland Lewis Jr.

Discussion: None
Vote: Unanimously approved (7-0)