



ANNUAL BOARD RETREAT MEETING MINUTES

Board Members in Attendance:

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

I. Call to Order

- A. Board of Directors Annual Retreat was called to order at 10:01 AM by A. Monica Cutno.
- B. Mission statement was read by the board president.

II. Consent Agenda

- A. Draft minutes from 04/17/17 board meeting were presented by Portia Scott.
- B. Financial report was given by Ryan Cotterman. Budget was reviewed and discussed.

Motion to approve consent agenda.

Motion: Roland Lewis Jr
Second: Sonal Krishna
Discussion: None
Vote: Unanimously approved (9-0)

III. Closed Session

- A. Board entered closed session at 10:47 AM to discuss personnel matters, which are privileged and confidential pursuant to GS 143-318.11.(a).

Motion to go into closed session.

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

Board exited closed session at 11:25 PM and resumed regular meeting.

IV. Action

Motion to approve maternity leave request, HR recommendations, and leave day cash out policy.

Motion: Diego Torres
Second: Marla Mills- Wilson
Discussion: None
Vote: Unanimously approved (9-0)

Motion to accept \$11K insurance settlement from STORR to replace furniture damaged during move.

Motion: Diego Torres
Second: Marla Mills- Wilson
Discussion: None
Vote: Unanimously approved (9-0)

V. Work Session #1

- A. Academic Committee work session with full board.
 - 1. Reviewed standards in Academic Performance Framework.
 - 2. Revisited curriculum framework in ESA charter application. Focus continues to be on rigor and differentiation.
 - 3. Discussed Mandarin program and outreach to NCSU Confucius Institute and Duke Asian/Pacific Studies Institute for partnership and support. Mandarin instruction designed to be blend of language and culture, rather than language immersion.
 - 4. Discussed implementation of iREADY assessment tool for 2017-18.

VI. Work Session #2

- A. Governance Committee work session with Torres, Redlus, and Mills-Wilson.
 - 1. Reviewed standards in Governance Performance Framework.
 - 2. Discussed board succession plan and recruitment efforts. Recommendations to be presented at June board meeting.
- B. Development Committee work session with Lewis and Miller.
 - 1. Discussed ideas for 2017-18 campaign.
 - 2. Goal is to apply for one grant per month.
 - 3. Fundraising collateral to be developed and distributed.
- C. Facilities Committee work session with Krishna, Scott, and Fuller.
 - 1. Annexation has been approved by Town of Wake Forest.
 - 2. Discussed ideas for annexed area (outdoor learning, STEAM park, etc.)
 - 3. Brainstormed and prioritized building and campus needs.
- D. Finance Committee work session with Cutno and Cotterman.
 - 1. Revisited standards in Financial Performance Framework.
 - 2. Discussed 2016-17 and 2017-18 budgets. Amended and draft budgets to be voted on in June meeting.
 - 3. Reviewed bond covenants and reporting requirements.

VII. Adjournment

- A. Next regular board meeting is scheduled for June 19, 2017, 6:30 – 8:30 PM, 590 Traditions Grande Blvd, Wake Forest.
- B. Board retreat was adjourned at 2:22 PM.

Motion to adjourn meeting.
Motion: Diego Torres
Second: Sonal Krishna
Discussion: None
Vote: Unanimously approved (9-0)