

**ENVISION SCIENCE ACADEMY**  
Board of Directors Meeting  
Sunday, April 21, 2013, 2-4 PM  
14101 Capital Blvd, Youngsville, NC 27596

**Attendees:**

A. Monica Cutno, President  
Marla Mills-Wilson, Vice-president  
Portia Scott, Secretary/Treasurer  
Roland Lewis  
Sonal Krishna  
Diego Torres  
Carolyn Ellis  
Georgia Grant  
John Szwed  
Saul Berenthal - Guest  
John Kerr - Guest

A. Monica Cutno opened with a welcome to Envision Science Academy's board meeting.  
Refreshments were served.

**Agenda Items:**

Introductions – Guests were introduced to board members.

Facility Tour/Presentation – Tour and presentation on the facility was provided by building owner to board members.

Real Estate Team Update – John Kerr spoke about budget requirements for facility and updated board on Request for Proposal (RFP) discussion.

Announcements

- ESA was quoted in a News & Observer article
- Various board members met with representatives from Triangle Community Foundation, Carolina Friends School, Henderson Collegiate, and Design Development.
- Reminded board members to check and respond to emails in a timely fashion.
- Board Interview Dates – Interview with Advisory Council could be scheduled on any of the following dates: June 10 or 11, or July 15 or 16

Application Review – Board reviewed comments and questions from Application Review as indicated on Advisory Council's rubric.

Board Interview Prep – Need to review the following points to prepare for interview:

- Curriculum
- STEAM/Supplemental Assessments
- Exceptional/AIG Children
- Lunch Program
- Transportation
- Budget

- Facility

Closing – 4:00 PM

**Other Discussion Items:**

School space layout needed; discussed engagement of architectural firm for school layout options.

Transportation quotes from Drew and Charter Bus Company were provided.

Next board meeting will be working session for preparation for Advisory Council interview.

**Follow Up Items:**

Review attendance policy for first 20 days of school.

Continue efforts on community outreach list given to board members.

Engage architect to create space layout to help move along RFP process.

Board members to sign up for Governance Training Webinars:

- *Sustaining Financially Viable Organizations* (May 7, 6:30-8:00 PM)
- *Getting It All Done - Committee Development* (Jun 2, 6:30-8:00 PM)

**Next Meeting:**

Sunday, May 19, 2013, 2:00-4:00 PM, 5603 Capital Blvd, Raleigh