

**ENVISION SCIENCE ACADEMY**  
Board of Directors Meeting  
Sunday, March 17, 2013, 2:00-4:00 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  
Saul Berenthal - Guest  
Ed Pulliam - Guest

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

**Agenda Items:**

Facility Tour/Presentation – Facility tour/presentation was postponed to a later date

ESA Presentation – Presentation on the planning and development of ESA was given to guests

Announcements

- Casey Clements declined board nomination due to time restraints
- ESA featured in Rolesville Buzz and Wakefield Living
- Monica met with NCSU Dean of Engineering and professors to discuss partnerships, collaboration, mentoring, joint grants, etc.
- Begin collecting BoxTops and books for ESA

Moving Forward

- Complete 501(c)(3) application in anticipation of SBE approval
- Finalize fundraising proposal package to be mailed to potential donors
- Initialize recruitment process for Principal (job description, advertising, sources, etc.)
- Hone curriculum choices for best fit with school's mission and alignment with budget
- Update all three handbooks – Board/Employee/Student
- Clarify insurance quote to gain understanding of all aspects
- Continue marketing efforts to increase visibility
- Continue setting outreach meetings (WakeTech, PEFNC, etc.)

Closing – 4:00 PM

**Other Discussion Items:**

Real estate team on both sides to start discussion about possible lease options

Contact economic development office and DOT about potential site

Explore other real estate options for ESA

**Follow Up Items:**

Board members to sign up for Governance Training Webinars:

- *Developing, Adopting, & Managing School Policies* (Apr 2, 6:30-8:00 PM)
- *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:**

TBA