



**BOARD MEETING MINUTES**

**Board Members in Attendance:**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Ryan Cotterman, President        | <input checked="" type="checkbox"/> Yuliya Morris, Treasurer | <input type="checkbox"/> Diego Torres               |
| <input checked="" type="checkbox"/> Roland Lewis Jr., Vice President | <input checked="" type="checkbox"/> Shon Mallory             | <input checked="" type="checkbox"/> A. Monica Cutno |
| <input checked="" type="checkbox"/> Holly Miller, Secretary          |  |   |

**I. Call to Order**

- A. Regular monthly meeting of the Board of Directors was called to order at 6:30 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

**II. Consent Agenda**

- A. Draft minutes from the February 21, 2022 regular board meeting were presented by Holly Miller. Minor adjustments were suggested.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

- Motion:** A. Monica Cutno  
**Second:** Roland Lewis Jr.  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously Approved (6-0)

**III. Public Comments**

- A. None Presented

**IV. Committee Reports**

- A. Academic Committee report was given by Dr. Fuller.
  - 1. An update was provided on the recommendation regarding the School’s mask policy. The administration recommends continuing a mask optional policy due to the continued decline in COVID-19 cases.
  - 2. A technology expenditure/purchase update was presented by Mr. McDonald. Discussion ensued regarding wi-fi expansion and other future technology needs.
  - 3. NCFC contract update was provided and reviewed. A suggested edit of an end date through the end of our fiscal year was proposed.
  - 4. Admissions process for the 2022-2023 school year is progressing well. ESA had more than 1,100 applicants for the lottery, including higher than expected applicants qualifying for the new weighted lottery.
  - 5. Racial Equity Institute Phase 1 training was held on March 17 and 18, 2022 for all staff.
  - 6. Ms. Johnson presented an update on the after school tutoring and summer school programs. After school tutoring will end on May 12, 2022 and the Summer School program will begin June 13, 2022.

7. Discussed Read to Achieve program, which will be structured in the same way as prior years.
8. EVAAS discrepancy report was given by Mr. Gorski. For reading performance, ESA students showed small differences compared to expectations. 8<sup>th</sup> grade science out performed expectations by 2 standard deviations. Math performance was less than expected for our population of students, but greater than expected when compared to other NC students.
9. COVID-19 update:
  - a. Staff is appreciative of the COVID-19 related absences “hold harmless” exception that was adopted.
  - b. On campus COVID-19 optional testing continues.

B. Finance Committee report was given by Yuliya Morris

1. ESA continues to monitor planned expenditures compared with the budget and plans to perform a full evaluation of the working budget within the Finance Committee review before year end.
2. Reviewed the 2021-2022 Budget. We currently have a coverage ratio of 1.43 and 103 days cash on hand compared with the required 45 days cash on hand.

C. Development Committee report was given by Roland Lewis Jr.

1. No new information was presented

D. Governance Committee report was given by Ryan Cotterman

1. Review of the Mask Optional Policy.
2. A discussion was had regarding the COVID-19 leave policy going forward. The administration will convene to develop a recommendation that will be used going forward and this recommendation will be presented at the April 2022 board meeting.
3. Review of updates to the Volunteer Policy.
4. Board members were reminded of the requirement regarding the completion of at least two hours of professional development pertaining to their role on the board of directors.
5. Discussion on the need to complete a performance review for the School’s Executive Director.
6. The need to develop detailed descriptions for each officer role in the board of directors was discussed and determined to be a necessity.
7. Potential dates were discussed for the board retreat. A date of May 21, 2022 was set for 10 AM – 2 PM.

Motion to continue the mask optional policy.

**Motion:** Yuliya Morris  
**Second:** Shon Mallory  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (6-0)

Motion to amend the volunteer policy as presented with noted edits.

**Motion:** A. Monica Cutno  
**Second:** Ryan Cotterman  
**Discussion:** Policy will state that full vaccination is strongly recommended. Text in red will be stricken.  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (6-0)

Note: Shon Mallory left the meeting.

**V. Closed Session**

- A. The Board moved into closed session at 7:55 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.

**Motion:** Roland Lewis Jr.  
**Second:** Yuliya Morris  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (5-0)

- B. The Board exited closed session at 9:13 PM and resumed regular board meeting.

Motion to approve ending closed session at 9:13pm.

**Motion:** Holly Miller  
**Second:** Roland Lewis Jr.  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (5-0)

**VI. Actions**

Motion to accept the School's HR recommendations as discussed in closed session.

**Motion:** A. Monica Cutno  
**Second:** Ryan Cotterman  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (5-0)

**VII. Adjournment**

- A. Next regular board meeting is on Monday, April 18, 2022 from 6:30 PM - 8:00 PM via Zoom conference call.

- B. Board meeting was adjourned at 9:14 PM.

Motion to adjourn the meeting.

**Motion:** Yuliya Morris  
**Second:** Holly Miller  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (5-0)