



**BOARD MEETING MINUTES**

**Board Members in Attendance:**

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

**I. Call to Order**

- A. Regular monthly meeting of the Board of Directors was called to order at 6:31 PM by Ryan Cotterman.
- B. Mission and Vision statements were read by the board president.
- C. Guests include Monique Taylor and Hassan Kingsberry, candidates for ESA Board of Directors.

**II. Consent Agenda**

- A. Draft minutes from the May 16, 2022 regular board meeting and May 21, 2022 Board of Directors retreat were presented by Holly Miller. Minor comments/edits were provided and accepted.
- 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 (7-0)

**III. Public Comments**

- A. None Presented

**IV. Committee Reports**

- A. Academic Committee report was given by Dr. Fuller.
  - 1. Exit interview report and presentation from Emily Moore of Leaders Building Leaders.
  - 2. Mr. McDonald presented an update on campus camera installations (2) and Wi-Fi installation (back patio, tennis courts and soccer fields).
  - 3. Outdoor classroom seating installed; benches on order in two phases by EPA.
  - 4. Dr. Fuller presented an update on EOG and EOC testing from the 2021-2022 school year.
  - 5. Introduction of Ms. Vick as the School’s new Assistant Dean.
  - 6. Summer programs updates presented by Ms. Johnson and Ms. Vick.
  - 7. An update on summer maintenance activities for the gym was provided, including painting, repairs at volleyball sleeves and resurface gym floor coating.
  - 8. An update on admissions status for the 2022-2023 school year and our current enrollment was given.
  - 9. Discussion of ESA campus safety/security, including pylons/bollards, parking lot gates, safety glass on main doors and WFPD assignment ensued.
  - 10. COVID-19 update regarding leave policy that expires on June 30, 2022 and optional mask policy.

Diego Torres left the meeting.

B. Finance Committee report was given by Yulia Morris.

1. Reviewed the final 2021-2022 working budget, including significant changes to line items, the final 1.55 coverage ratio and 116 days cash in hand.
2. Reviewed the proposed 2022-2023 budget, including strategy around expected 722 ADM, funding per ADM and expense line items.
3. Reviewed 2022-2023 EC vendors contracts.
4. Reviewed other 2022-2023 annual service contracts.

Motion to approve final 2021-2022 working budget.

Motion: Yuliya Morris  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 budget.

Motion: Roland Lewis Jr.  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Connections Therapy contract.

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

Motion to approve 2022-2023 Grellner contract.

Motion: Holly Miller  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 O'Conner contract.

Motion: Ryan Cotterman  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Kerr Connect renewal contract.

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

Motion to renew 2022-2023 Blue Cross Blue Shield contract.

Motion: A. Monica Cutno  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Principal Accidental, Dental, Short-term Disability, and Voluntary Life Insurance policies.

Motion: A. Monica Cutno  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Travelers Cyber Risk Insurance policy.

Motion: Holly Miller  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Charter School Financial Services contract.

Motion: Ryan Cotterman  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Curriculum Associated (iReady) quote.

Motion: Roland Lewis Jr.  
Second: Holly Miller  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to ratify Dickerson Fencing quote (not including tennis courts) and contract.

Motion: Holly Miller  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to renew 2022-2023 Dreambox services contract.

Motion: A. Monica Cutno  
Second: Ryan Cotterman  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to ratify of 2022-2023 Learning A-Z renewal.

Motion: Ryan Cotterman  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 NextPrep Kids renewal contract.

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

Motion to approve 2022-2023 PowerSchool subscription contract.

Motion: Ryan Cotterman  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to ratify 2022-2024 Scribbles Software contract.

Motion: A. Monica Cutno  
Second: Shon Mallory  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2025 Scribbles Software lottery services contract.

Motion: A. Monica Cutno  
Second: Shon Mallory  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to approve 2022-2023 Sergio's Law Care Services contract.

Motion: Roland Lewis Jr.  
Second: Shon Mallory  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

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

1. No information was presented.

D. Governance Committee report was given by Ryan Cotterman.

1. Reviewed several governance policies, including the Mask Optional Policy, McKinney Vento Dispute Resolution Policy and COVID-19 Leave Policy.
2. Reviewed 2022-2023 Board of Directors Member terms.
3. Discussed each Committee and the applicable chairperson.
4. Reviewed 2022-2023 Board of Directors Officers terms.
5. Discussed potential new Board of Director candidates.
6. Required professional development hours were reviewed,

Motion to approve the optional Mask Policy.

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

Motion to approve the McKinney-Vento Dispute Resolution Policy with the recommended changes.

Motion: Holly Miller  
Second: Roland Lewis Jr.  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to extend the COVID-19 leave policy for the 2022-2023 school year and revisit each semester.

Motion: Ryan Cotterman  
Second: Yuliya Morris  
Conflict of Interest: None  
Vote: Unanimously approved (6-0)

Motion to accept a 2<sup>nd</sup> 3-year term for Shon Mallory starting 2022-2023.

Motion: Yuliya Morris  
Second: Roland Lewis Jr.  
Conflict of Interest: Shon Mallory  
Vote: Unanimously approved (6-0)

Motion to accept a 2<sup>nd</sup> 3-year term for Yuliya Morris starting 2022-2023.

Motion: A. Monica Cutno  
Second: Shon Mallory  
Conflict of Interest: Yuliya Morris  
Vote: Unanimously approved (6-0)

Motion to accept Shon Mallory as Secretary for 2022-2024.

Motion: A. Monica Cutno  
Second: Ryan Cotterman  
Conflict of Interest: Shon Mallory  
Vote: Unanimously approved (6-0)

Motion to accept A. Monica Cutno as the Chair of the Business Advisory Committee.

Motion: Shon Mallory  
Second: Yuliya Morris  
Conflict of Interest: A. Monica Cutno  
Vote: Unanimously approved (6-0)

Motion to accept Monique Taylor to the ESA Board of Directors for one 3-year term effective July 1, 2022.

Motion: Shon Mallory  
Second: Ryan Cotterman  
Conflict of Interest: A. Monica Cutno  
Vote: Unanimously approved (6-0)

Motion to accept Hassan Kingsberry to the ESA Board of Directors for one 3-year term effective July 1, 2022.

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

## V. Closed Session

- A. The Board moved into closed session at 9:07 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.

**Motion:** Shon Mallory  
**Second:** Roland Lewis Jr.  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (6-0)

- B. The Board exited closed session at 9:35 PM and resumed regular board meeting.

Roland Lewis Jr. dropped off call at 9:35 PM

Motion to approve exiting closed session.

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

## **VI. Actions**

Motion to accept the School's HR recommendations as revised.

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

## **VII. Adjournment**

- A. Next regular board meeting is on Monday, July 18, 2022 from 6:30 PM - 8:00 PM via Zoom conference call.
- B. Board meeting was adjourned at 9:40 PM.

Motion to adjourn the meeting.

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