



BOARD MEETING MINUTES

Board Members in Attendance:

Ryan Cotterman, President
 Roland Lewis Jr., Vice President
 Shon Mallory, Secretary

Yuliya Morris, Treasurer
 Hassan Kingsberry
 Monique Taylor

Diego Torres
 A. Monica Cutno

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:33 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes were not yet available from the October 17, 2022 regular board meeting. They will be presented next meeting.
- B. Financial report was given by Ryan Cotterman.

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. Manda Massogo presented a question regarding the School's insurance policy requirement for drivers for field trips, specifically, for those who wish to drive only their child.

IV. Committee Reports

- A. Academic Committee report was given by Mr. Gorski.
 - 1. The school safety grant was accepted, and School plans to utilize the funds received for safety barriers, cameras and other technology in accordance with the plan outlined in the grant.
 - 2. Several quotes for additional fencing and painting requirements were obtained, presented and discussion ensued.
 - 3. Campus improvements were preliminarily discussed, however, additional information regarding costs, prioritization, etc. of planned improvements was requested.
 - 4. Outdoor classroom grant has been submitted and confirmed received.
 - 5. An update on the tutoring program was provided, including piloting of several initiatives planned to add enrichment to the tutoring program.
 - 6. Discussion regarding the lack of substitute teachers and potential resolutions to solve for the shortage was discussed.
 - 7. An update on the current initiative to improve the School's curriculum through the addition of a coding program and incorporation of a STEM rubric was provided.

B. Finance Committee Report

1. Mr. Cotterman presented the 2022-2023 budget for review noting no significant changes to revenue or expenditure line items.
2. The current coverage ratio is 1.53, which is well above the required 1.10 per the bond agreement.
3. Vendor contracts and purchase orders were presented by Mrs. Bradley.

Motion to approve the facility use application from Wake Prep Volleyball for October 17, 2022.

Motion: A. Monica Cutno
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to approve the facility use application from Wake Prep Basketball for the following dates: 11/15/22, 11/28/22, 11/30/22, 12/5/22, 12/12/22, 1/4/23, 1/9/23, 1/11/23, 1/25/23, and 1/30/23

Motion: Hassan Kingsberry
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to approve the facility use application from Wake Prep Tennis for October 20, 2022.

Motion: Shon Mallory
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to ratify the November 1, 2022 – October 31, 2023 Gaggie.net, Inc. agreement.

Motion: A. Monica Cutno
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to ratify the 2022-2023 TCG Administrators agreement.

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

Motion to ratify the 2022-2023 Vital Cyber agreement

Motion: Hassan Kingsberry
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

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

1. ESA has experienced ponding problems in the carpool area and is exploring the most cost efficient and effective option to eliminate the issue.

D. Governance Committee report was given by Ryan Cotterman

1. Reviewed policies changes recommended by the insurance company as well as proposed changes to financial policy.
2. Board members ask the administration to perform a full review of the various policies manuals given the evolution of the School since inception. Proposed changes will be presented at a future meeting.

E. Business Advisory Committee update was given by A. Monica Cutno.

1. A. Monica Cutno provided an update on events that have been facilitated by members of the Business Advisory Committee.
2. The African American Read-In has been scheduled on February 15, 2023.
3. Donations and plans for the LEGO/DUPLO engineering project are taking place.
4. Next meeting is February 6, 2023.

V. Closed Session

- A. The Board moved into closed session at 8:28 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: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

- B. The Board exited closed session at 8:57 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Monique Taylor
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

VI. Actions

Motion to accept the School's HR recommendations as discussed during closed session, including the approval of Mr. Gorski to serve as Interim Executive Director during Dr. Fuller's absence.

Motion: Monique Taylor
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, December 12, 2022, from 6:30 PM - 8:00 PM at 590 Traditions Grande Blvd., Wake Forest, NC 27587.
- B. Board meeting was adjourned at 8:59 PM.

Motion to adjourn the meeting.

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