



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 6:31 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the October 17, 2022 and November 21, 2022 regular board meetings were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

Motion: Roland Lewis Jr.

Second: A. Monica Cutno

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (5-0)

III. Public Comments

- A. None presented

Shon Mallory joined the meeting at 6:34 p.m.

IV. Committee Reports

- A. Academic Committee report was given by Mr. Gorski.

1. The school safety grant was accepted, and discussion ensued concerning the use of funds and finalizing which safety barriers to purchase.
2. Quotes were received and reviewed for installation of fencing and painting of the building. Additional references and information were requested.
3. The School has been heavily impacted by illnesses, both students and staff, but is recovering.
4. The administration has commenced a full review of the current Policy Manual to evaluate whether any new policies or revisions to current policies are required. The proposed changes to the Policy Manual will be presented in a future board meeting.
5. A discussion ensued around ideas to promote the retention of staff member and boost morale, which included requesting additional teacher assistants in the lower school, increasing payout amounts for paid time off, additional early release days and an extra stipend for substituting.
6. There was an error in the previously approved 2023-2024 calendar that was reviewed and corrected.
7. A new 7th grade overnight fieldtrip was presented.

8. Curriculum initiatives

- a. Coding update – interviews have been completed
- b. STEM Rubric application is expected to be completed by February 1, 2023

Motion to approve the purchase of the Crowd Control Warehouse A26 Charcoal finish concrete barriers for the school safety grant.

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

Motion to approve the Certa Pro painting agreement for repainting the exterior facility.

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

Motion to approve the hiring of 5 additional teacher assistants for the lower school.

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

Motion to approve the updated 2023-2024 calendar, which includes an additional 3 early release days.

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

B. Finance Committee Report was given by Yuliya Morris.

1. Reviewed the 2022-2023 working budget, noting that the School added a new expense line for facilities improvement under the Facilities subcategory.
2. The School currently has a strong cover ratio of 1.75 and days cash on hand of 150 days, which are both significantly higher than the required 1.10 and 45 days, respectively.

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

1. The discussion of facility improvement needs, including new fencing and exterior painting, was completed and voted on during the Executive Director's report.
2. No addition information was provided.

D. Governance Committee report was given by Ryan Cotterman

1. Reviewed upcoming board meeting dates for January and February 2023 as they fall on holidays where the School is closed.

Motion to move the January 2023 board meeting to January 23, 2023.

Motion: A. Monica Cutno
Second: Monique Taylor

Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to move the February 2023 board meeting to February 27, 2023.

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

V. Closed Session

- A. The Board moved into closed session at 7:52 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: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

- B. The Board exited closed session at 8:06 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Monique Taylor
Second: Shon Mallory
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.

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

VII. Adjournment

- A. Next regular board meeting is on Monday, January 23, 2023, from 6:30 PM - 8:00 PM via Zoom conference call.
B. Board meeting was adjourned at 8:08 PM.

Motion to adjourn the meeting.

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