



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"/> Hassan Kingsberry | <input type="checkbox"/> A. Monica Cutno |
| <input type="checkbox"/> Shon Mallory, Secretary | <input type="checkbox"/> Monique Taylor | |

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:32 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the March 20, 2023 regular board meeting were presented.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: Monique Taylor

Second: Roland Lewis Jr.

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (5-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

Shon Mallory joined the meeting at 6:35pm

Yuliya Morris joined the meeting at 6:41pm

Diego Torres joined the meeting at 6:44pm

- A. Academic Committee report was given by Dr. Fuller.

1. Dr. Fuller presented information on the policy manual update.
2. The reinspection by the fire marshal was postponed due to illness.
3. Mr. Gorski presented information regarding the summer program.
4. Mr. Gorski presented an update on the gym divider curtain.
5. Information was presented on spring activities and trips.
6. Perimeter fencing update was provided and discussion ensued.
7. Information regarding the Volunteer/Before & After Care Coordinator position was presented.
8. Information for the annual 6th grade Sound to Sea trip was presented and reviewed.
9. There were no asset dispositions.

Motion to approve the Sound to Sea field trip.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

B. Finance Committee Report was given by Yuliya Morris.

1. Interest income increased significantly due to the change of the interest rate for the money market account.
2. Reviewed the 2022-2023 working budget. The school currently has a strong coverage ratio, which has increased from 1.49 at the end of February to the current coverage ratio of 1.51. This is significantly above the required 1.10 coverage ratio. Our cash on hand is currently 136 as compared to the required 45 days.
3. Vendor contracts were reviewed.

Motion to approve the Scholastic Word agreement.

Motion: A. Monica Cutno
Second: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to approve the Learning A-Z agreement pending the revision of the start and end date to match the 3-year term.

Motion: Ryan Cotterman
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to ratify the Olde Liberty agreement.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to ratify the Urbana Catering Concepts, Inc. agreement.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to ratify the TreeRing agreement.

Motion: Yuliya Morris
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to ratify the updated Old Salem agreement.

Motion: Shon Mallory
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to approve the Green for Life agreement.

Motion: Hassan Kingsberry
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

C. Development Committee.

1. None Presented.

D. Governance Committee report was given by Ryan Cotterman

1. Reviewed policy updates.

Motion to accept the updated COVID-19, Communicable Diseases and Mask policies.

Motion: Diego Torres
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to accept the updated Board of Directors and Operations sections of the Policies Manual.

Motion: Hassan Kingsberry
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

V. Closed Session

- A. The Board moved into closed session at 7:43 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6) and confidential and privileged information under NC G.S. 143-318.11(a)(1).

Motion to approve entering closed session.

Motion: Hassan Kingsberry
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

B. The Board exited closed session at 9:03 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Diego Torres
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

VI. Actions

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

Motion: Shon Mallory
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to accept the Executive Director's employment agreement for 2024 – 2027.

Motion: Diego Torres
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

Motion to accept the settlement agreement discussed during closed session.

Motion: Roland Lewis Jr.
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, May 15, 2023, from 6:30 PM - 8:00 PM at Envision Science Academy located at 590 Traditions Grande Boulevard, Wake Forest, NC 27587.
- B. Board meeting was adjourned at 9:13 PM.

Motion to adjourn the meeting.

Motion: Shon Mallory
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (8-0)