



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"/> Hassan Kingsberry | <input checked="" type="checkbox"/> A. Monica Cutno |
| <input checked="" type="checkbox"/> Shon Mallory, Secretary | <input checked="" 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 April 17, 2023 regular board meeting and the April 29, 2023 board retreat were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda with comments edits.

- Motion:** Yuliya Morris
- Second:** Hassan Kingsberry
- 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. Jonathan Medlin from Design Development presented information regarding options for future building improvements and expansion. Discussion ensued, with focus on soundproofing classrooms open to the cafeteria area and potential expansion to add additional classrooms and offices.
 - 2. The administration presented data from the end of year diagnostic, as well as comparisons to prior year results.
 - 3. The reinspection by the fire marshal was successful and the School received its certificate.
 - 4. Offer letters for the 2023-2024 have been distributed to staff. There have been a few staff members who have notified the School of their intent not to return.
 - 5. Open positions have been posted and interviews for known vacancies have begun.
 - 6. Asset dispositions for technology equipment were presented.

Motion to approve the asset dispositions for chromebooks and computers.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

B. Finance Committee Report was given by Yuliya Morris.

1. Reviewed the 2022-2023 working budget. The school currently has a strong coverage ratio of 1.55, which is significantly above the required 1.10 coverage ratio stipulated within the bond covenants.
2. The five-year projection was presented, and discussion ensued primarily around the expected ADM, large expenditure categories such as salaries and the various capital spending needs in the future.
3. Vendor contracts, including EC vendors and service agreements for the 2023-2024 school year were reviewed.

Motion to approve the Dickerson Fencing quote of \$16,492.

Motion: A. Monica Cutno
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the gym curtain quote of \$17,460 by Learning Environments. Note, only one quote was able to be obtained due to lack of vendors for this specialized product.

Motion: Monique Taylor
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 8th grade field trip agreement with Holbrook Tours.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 8th grade overnight field trip to Washington, D.C.

Motion: Hassan Kingsberry
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 3-year (2024-2026 school years) agreement with ANC for Bright Arrow communication services.

Motion: Shon Mallory
Second: Roland Lewis
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 Brain Pop agreement.

Motion: A. Monica Cutno
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 Dreambox unlimited licenses agreement.

Motion: Yuliya Morris
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 speech therapy services agreement with Jennifer Grellner.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 Kerr Connect psychology and social services agreement.

Motion: Monique Taylor
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve Lisa O'Connor's 2023-2024 agreement for speech therapy services.

Motion: Shon Mallory
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve Kathryn Trocinski's 2023-2024 agreement for occupational therapy services.

Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the Piedmont Services Group 3-year (2024-2026 school years) agreement for HVAC services.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 Traveler's Cybersecurity agreement.

Motion: Hassan Kingsberry
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the IXL agreement for the 2023-2024 school year.

Motion: Shon Mallory
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the 2023-2024 LINQ agreement.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the purchase of 20 MacBooks and warranties from Apple, contingent upon obtaining a secondary quote.

Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the CoSpaces agreement pending receipt of a vendor acknowledgement form.

Motion: Ryan Cotterman
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify 2023-2024 Generation Genius auto-renewal.

Motion: Roland Lewis Jr.
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify 2023-2024 GimKit agreement pending receipt of a vendor acknowledgement form.

Motion: Monique Taylor
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the 2023-2024 Kesler Science auto-renewal agreement.

Motion: Yuliya Morris
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the 2023-2024 Letterland agreement.

Motion: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the 2023-2024 MergeEDU agreement pending receipt of a vendor acknowledgement form.

Motion: A. Monica Cutno
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the 2023-2024 Positivity Project agreement.

Motion: Monique Taylor
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the 2023-2024 Renaissance agreement.

Motion: Ryan Cotterman
Second: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the Systel Maintenance agreement for the 2023-2024 school year.

Motion: A. Monica Cutno
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the Amplified IT agreement pending review of the number of users and a correction of Envision Science Academy's address.

Motion: Shon Mallory
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the MTI Broadway Jr. agreement.
Motion: Monique Taylor
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

C. Development Committee.

1. Facilities update and potential funding was discussed during the Academic Committee report.

D. Governance Committee report was given by Ryan Cotterman

1. Reviewed policy updates.

Motion to accept the updated Business Advisory Committee description.

Motion: Shon Mallory
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to accept updates to the Election, Term and Duties – Officers section of the policies manual.

Motion: Yuliya Morris
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to accept the proposed amendments to the Bylaws.

Motion: Monique Taylor
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to update the policies manual to reflect the amendments to the School's bylaws.

Motion: Yuliya Morris
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

V. Closed Session

- A. The Board moved into closed session at 9:22 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: Shon Mallory
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

B. The Board exited closed session at 9:36 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Monique Taylor
Second: A. Monica Cutno
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

VI. Actions

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

Motion: Roland Lewis Jr.
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, June 19, 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 9:38 PM.

Motion to adjourn the meeting.

Motion: Shon Mallory
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)