



BOARD MEETING MINUTES

Board Members in Attendance:

- | | | |
|---|---|--|
| <input type="checkbox"/> Ryan Cotterman, President | <input type="checkbox"/> Yuliya Morris, Treasurer | <input type="checkbox"/> A. Monica Cutno, Chair Emeritus |
| <input type="checkbox"/> Monique Taylor, Vice President | <input type="checkbox"/> Hassan Kingsberry | |
| <input type="checkbox"/> Shon Mallory, Secretary | <input type="checkbox"/> Roland Lewis Jr. | |

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:36 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the August 21, 2023 regular board were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

- Motion:** Monique Taylor
Second: Yulia Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

III. Public Comments

- A. None presented.

Shon Mallory joined at 6:46 PM.

IV. Committee Reports

- A. Finance Committee Report was given by Yuliya Morris.

1. Ms. Barr joined the meeting and presented the draft financial statements. Ms. Barr highlighted that ESA would receive an unqualified opinion for the 2022–2023 audited financial statements.
2. ESA completed the 2022–2023 school year with a 1.5 coverage ratio and 135 days cash on hand, which is significantly above the 1.1 coverage ratio and 45 days cash on hand requirement.
3. No significant changes to the 2023–2024 working budget were presented.
4. Reviewed various vendor contracts, purchase orders and other 2023-2024 annual service contracts.

Motion to approve the 2022–2023 Financial Statements pending the finalization of the MD&A.

- Motion:** Yuliya Morris
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

Motion to approve the AT&T Coach charter bus quote for the 7th grade field trip.

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

Motion to ratify the Little Fox agreement.

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

Motion to ratify the United Rentals agreement.

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

Motion to ratify the Ident-A-Kid agreement.

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

B. Academic Committee report was given by Dr. Fuller.

1. An update was provided on the preliminary performance grade and growth designation for the 2022–2023 school year, including a comparison to other schools in the community.
2. The Before and After Care program has been very successful to date and has netted a greater than expected profit in the first month of the school year. These profits will be reinvested into the School.
3. An update was provided on the projected ADM for this school year, which is currently anticipated to be 742 for the 2023–2024 school year.
4. Administration presented this year’s School Improvement Plan and discussion ensued.
5. Discussed background check requirements and compared ESA to other schools in the community.
6. There is no new information from the state at this time on the new Maternity/Paternity Leave policy.
7. There are no asset dispositions currently, however, Mrs. Bradley is attempting to find a buyer for our excess student desks.

Motion to approve the School Improvement Plan.

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

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

1. An update was provided on the projects to soundproof certain classrooms and common areas and to install a fence around the back portion of the campus. Both projects are progressing as expected.

D. Governance Committee report was given by Hassan Kingsberry

1. Reviewed the Parents' Bill of Rights regulation that was just passed and discussed the proposed new policy needed to meet these requirements.
2. Recommended updates to the Non-Title IX Discrimination, Harassment, and Bullying Complaint Process policy were presented and reviewed.
3. Dr. Fuller presented information on the CIPA/COPA policy and the Board reviewed current practices.

Motion to approve the Parents' Bill of Rights Policy.

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

Motion to approve the updates to the Non-Title IX Discrimination, Harassment, and Bullying Complaint Process policy.

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

Motion to approve the CIPA/COPA process requirements and that the School is meeting them pending amendment to the provided documentation.

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

V. Closed Session

- A. The Board moved into closed session at 8:45 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: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

- B. The Board exited closed session at 9:01 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.

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

VII. Adjournment

- A. Next regular board meeting is on Monday, October 16, 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 9:03 PM.

Motion to adjourn the meeting.

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