



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 6:30 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the September 18, 2023 regular board meeting were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

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

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 - 1. ESA received two grants totaling \$9,000 to support various environmental field trips.
 - 2. Before and after care is progressing well and is expected to net a surplus of revenue for the school year.
 - 3. The official 20-day ADM for the 2023-2024 school year has not been finalized to date, however, ESA expects to finish with a 742 20-day ADM.
 - 4. ESA will host several upcoming events in the first semester of the school year, including the Science Fair, Science Night, Science Olympiad and the Spelling Bee.
 - 5. Plans for expansion in neighborhoods surrounding Envision Science Academy are expected to increase the amount of traffic in the area, which may lead to backup during carpool. The administrative team is discussing potential options to ensure continued safety for our students and staff.

Ryan Cotterman left the meeting at 6:58 PM.

B. Finance Committee Report was given by Yuliya Morris.

1. Reviewed the 2023-2024 working budget noting that there were no significant changes.
2. There are several line items that are trending to be over budget for the year, including facilities, curriculum and technology. The School will evaluate all line items and adjust expected spend for the 2023-2024 school year as determined necessary.
3. The 20-day ADM will be updated once officially confirmed. This, as well as increased state and county rates, are expected to increase the coverage ratio for the year.
4. The debt coverage ratio for September 2023 was 1.26 compared with the 1.10 requirement.

Motion to ratify Security 101 contract with change order.

Motion: Hassan Kingsberry
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

Motion to approve the 2023 – 2024 budget.

Motion: Yuliya Morris
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

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.
2. Discussion ensued regarding potentially installing an irrigation system for the soccer fields.

D. Governance Committee report was given by Hassan Kingsberry.

1. No significant updates or changes in existing policies,

V. **Closed Session**

A. The Board moved into closed session at 7:20 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 (5-0)

B. The Board exited closed session at 7:28 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Roland Lewis Jr.
Second: Hassan Kingsberry
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

VI. Actions

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

Motion: Yuliya Morris
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

VII. Adjournment

- A. Next regular board meeting is planned to be on Monday, November 20, 2023, from 6:30 PM - 8:00 PM at Envision Science Academy located at 590 Traditions Grande Boulevard, Wake Forest, NC 27587, unless otherwise noted.
- B. Board meeting was adjourned at 7:32 PM.

Motion to adjourn the meeting.

Motion: Roland Lewis Jr.
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)