



## BOARD MEETING MINUTES

### Board Members in Attendance:

- |   |  |  |
|---|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Ryan Cotterman, President</li> <li><input type="checkbox"/> Monique Taylor, Vice President</li> <li><input type="checkbox"/> Shon Mallory, Secretary</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Yuliya Morris, Treasurer</li> <li><input type="checkbox"/> Hassan Kingsberry</li> <li><input type="checkbox"/> Roland Lewis Jr.</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> A. Monica Cutno, Chair Emeritus</li> </ul> |
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### 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 16, 2023 regular board were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

- |                              |                            |
|------------------------------|----------------------------|
| <b>Motion:</b>               | Monique Taylor             |
| <b>Second:</b>               | Yuliya Morris              |
| <b>Discussion:</b>           | None                       |
| <b>Conflict of Interest:</b> | None                       |
| <b>Vote:</b>                 | Unanimously Approved (4-0) |

### III. Public Comments

- A. Mr. Pitoscia – Communicated concerns with recent teacher turnover and the disruption it has to the students.

Shon Mallory joined the meeting at 6:37 PM.  
 Hassan Kingsberry joined the meeting at 6:37 PM.

### IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
  - 1. An update was provided on the ADM dollar amounts, which the federal and state rates decreased slightly from the original amounts provided, but the county rates increased.
  - 2. The School evaluated and revamped the Equity Team and their focus areas.
  - 3. The 2024-2025 proposed calendar was presented, and discussion ensued.
  - 4. The administration discussed a comparison of compensation for teachers and staff to Wake County and presented proposed options for salary adjustments.
  - 5. Dr. Fuller reported on the creation of In-School-Suspension and the Eagle Room.
  - 6. Another grant for an environmental field trip was received by ESA.
  - 7. Inspection season has begun, and the school has been going through several inspections. Results are pending but are expected to be favorable.

8. The EPA President presented information on the recent fundraiser. It was a big success, raising a little over \$60,000.
9. Crossing guard training was completed on November 9, 2023.

Motion to accept the Diversity Equity and Inclusion (DEI) statement.

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

Motion to approve the 2024-2025 school calendar.

**Motion:** Shon Mallory  
**Second:** Ryan Cotterman  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously Approved (6-0)

B. Finance Committee Report was given by Yuliya Morris.

1. Total revenue increased by \$141,000 due to higher rates per ADM in Wake County and interest income due to the continued higher interest rates and ESA's significant cash balance.
2. The coverage ratio is currently 1.55 as compared to the required 1.10, which is an increase over last month's coverage ratio of 1.26.
3. We currently have 146 days cash on hand compared to required 45.
4. Reviewed various vendor contracts, purchase orders and other 2023-2024 annual service contracts.

Motion to approve the Bates Healthy Vending contract with the revision of vendor name to Bates.

**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. Mr. Lewis presented information on the gym floor upgrade.
2. Mr. Lewis presented information on the soccer field and the possible options to improve the field, which included irrigation systems, changing to turf or continuing with natural grass.
3. Information was presented on the soundproofing project, which is progressing as expected.
4. Mr. Lewis provided an update on the water intrusion issue that is impacting the exterior paint.

D. Governance Committee report was given by Ryan Cotterman.

1. Dr. Fuller presented information on the update to the code of conduct to be inclusive of in-school-suspension.

Motion to approve the code of conduct policy with minor edits discussed.

**Motion:** Monique Taylor  
**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 8:24 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.  
**Motion:** Yuliya Morris  
**Second:** Ryan Cotterman  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously Approved (6-0)

- B. The Board exited closed session at 10:05 PM and resumed regular board meeting.

Motion to approve exiting closed session.  
**Motion:** Roland Lewis Jr.  
**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:** Shon Mallory  
**Second:** Roland Lewis Jr.  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously Approved (6-0)

Motion to accept option 1, as discussed during closed session, related to compensation adjustments.

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

Motion to accept moving the December board meeting to Monday, December 11, 2023 at 6:30 PM.

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

Motion to accept moving the January board meeting to Monday, January 22, 2023 at 6:30 PM.

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

Motion to accept moving the February board meeting to Tuesday, February 20, 2023 at 6:30 PM.

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

## VII. Adjournment

- A. Next regular board meeting is on Monday, December 11, 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 10:17 PM.

Motion to adjourn the meeting.

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