



BOARD MEETING MINUTES

Board Members in Attendance:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Ryan Cotterman, President | <input checked="" type="checkbox"/> Yuliya Morris, Treasurer | <input type="checkbox"/> A. Monica Cutno, Chair Emeritus |
| <input checked="" type="checkbox"/> Monique Taylor, Vice President | <input checked="" type="checkbox"/> Hassan Kingsberry | |
| <input checked="" type="checkbox"/> Shon Mallory, Secretary | <input checked="" 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 the board president.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the February 20, 2024 regular board 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. An update was given on the 2024-2025 admissions lottery. There were 1016 applications for approximately 100 available seats.
 - 2. The School currently has achieved a 93% completion rate on the North Carolina Teacher Working Conditions Survey.
 - 3. The School passed the Fire Marshal’s inspection on March 15, 2024.
 - 4. Dr. Fuller presented information on an Epicenter document that needed to be signed.
 - 5. Information was given regarding staff presenting at professional conferences.
 - 6. Information on upcoming events was provided.

B. Finance Committee Report was given by Yuliya Morris.

1. The budget for the 5-year projection is under review.
2. Dr. Fuller requested that the school begin to increase the amount appropriated to the marketing budget.
3. The audit period is approaching. Rebekah Barr has sent a reengagement letter for board review.
4. We have a coverage ratio of 1.36 versus required 1.10 and our current days cash on hand is 126 versus 45 required.
5. Vendor contracts were presented and discussed.

Motion to approve the contract with Rebekah Barr for the annual audit.

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

Motion to ratify the United Rentals contract.

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

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

1. Roland Lewis Jr. presented updated information on the soundproofing project.
2. Monique Taylor presented information on the exterior coating project and roof membrane project.

Motion to approve Main Street as the vendor for the soundproofing project up to \$200,000.

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

Motion to approve EDS as the vendor for the exterior coating and painting project up to \$250,000.

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

Motion to approve the roofing project with the vendor Eskola with a budget up to \$75,000.

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

D. Governance Committee report was given by Hassan Kingsberry.

1. Reminder for board members of their required professional development training.
2. Hassan Kingsberry presented information regarding the annual Board Retreat. The date was scheduled for May 4, 2024 from 10am – 2pm.
3. Presented information regarding three candidates that have applied to be board members.
4. Dr. Fuller presented information on the Early Kindergarten Entry policy and the dress code policy.

Motion to approve the Early Kindergarten Entry Policy.

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

Motion to approve the revisions to the dress code policy.

Motion: Ryan Cotterman
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-2)

V. Closed Session

- A. The Board moved into closed session at 8:37 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.

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

Monique left meeting at 9:09pm

- B. The Board exited closed session at 9:13 PM and resumed regular board meeting.

Motion to approve exiting closed session.

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

VII. Adjournment

- A. Next regular board meeting is on Monday, March 18, 2024, 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 9:16 PM.

Motion to adjourn the meeting.

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