



BOARD MEETING MINUTES

Board Members in Attendance:

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|---|---|--|
| <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"/> Samantha Sanchez |
| <input type="checkbox"/> Shon Mallory, Secretary | <input type="checkbox"/> Roland Lewis Jr. | <input type="checkbox"/> Katie Swarouth |

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:38 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the April 15, 2024 regular board meeting and the May 4, 2024 board retreat were presented.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

Motion: Shon Mallory

Second: Yuliya Morris

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (5-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 - 1. The 10-year anniversary celebration was a success and received positive feedback from the staff.
 - 2. The end of year spend was divided \$65,000 to technology and \$35,000 to curriculum materials.
 - 3. We have received the insurance information for next year and discussion ensued.
 - 4. EOG testing will happen over the last 10 days of school. Preliminary results will be discussed at the June 2024 board meeting.
- B. Finance Committee Report was given by Yuliya Morris.
 - 1. The current year budget is progressing well, including recent adjustments for additional spend on technology and curriculum materials.
 - 2. The current coverage ratio for 2023-2024 is 1.25 versus the required 1.10. Our current days cash on hand is 121 days versus the required 45 45 days cash on hand.

3. Discussions regarding the 2024-2025 budget were held. The school is focusing on improving the projected coverage ratio for next year's initial budget.
4. Vendor contracts were presented and discussed.

Motion to approve the Security 101 3-year agreement.

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

Motion to approve the Charter School Financial Services agreement for 2024-2025.

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

Motion to approve the LINQ agreement for 2024-2025.

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

Motion to approve the Royalwood agreement for the gym floor up to \$125,000.

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

Motion to ratify the Dickerson agreement for removing the fence panels.

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

Motion to approve the Trafera LLC agreement.

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

Motion to approve the Jennifer Grellner speech therapy agreement for the 2024-2025 school year.

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

Motion to approve the Kerr Connect therapy agreement for the 2024-2025 school year.

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

Motion to approve the Integrated Speech Therapy agreement for the 2024-2025 school year.

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

Motion to approve the Connections Therapy agreement for the 2024-2025 school year.

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

Motion to approve the Sound to Sea field trip and quote for the 2024-2025 school year trip.

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

Motion to approve the Travelers Cyber Risk Insurance agreement for 2024-2025.

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

Motion to ratify the Scribbles records transfer agreement for June 2024 – May 2025.

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

Motion to approve the Main Street Design Builders agreement up to \$200,000.

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

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

1. Mr. Lewis presented updated information on the various ongoing projects related to improvements to ESA's campus and related facilities.

Motion to approve the Dickerson fencing agreement up to \$37,000.

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

D. Governance Committee report was given by Ryan Cotterman.

1. No updates were presented.

E. Business Advisory Committee (BAC) report was given by Shon Mallory.

1. No updates were presented.

V. Closed Session

A. The Board moved into closed session at 8:10 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: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

B. The Board exited closed session at 8:35 PM and resumed the 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 (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 on Monday, June 24, 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 8:37 PM.

Motion to adjourn the regular board meeting.

- Motion:** Ryan Cotterman
- Second:** Shon Mallory
- Discussion:** None
- Conflict of Interest:** None
- Vote:** Unanimously Approved (5-0)