



BOARD MEETING MINUTES

Board Members in Attendance:

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| <ul style="list-style-type: none"> <input type="checkbox"/> Ryan Cotterman, President <input type="checkbox"/> Monique Taylor, Vice President <input type="checkbox"/> Shon Mallory, Secretary | <ul style="list-style-type: none"> <input type="checkbox"/> Yuliya Morris, Treasurer <input type="checkbox"/> Hassan Kingsberry <input type="checkbox"/> Roland Lewis Jr. | <ul style="list-style-type: none"> <input type="checkbox"/> A. Monica Cutno, Chair Emeritus |
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I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:33 PM by Monique Taylor.
- B. Mission and vision statements were read by the board president.

II. Consent Agenda

- A. Draft minutes from the March 18, 2024 regular board were presented and minor edits were made.
- B. The financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

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|------------------------------|----------------------------|
| Motion: | Shon Mallory |
| Second: | Roland Lewis Jr. |
| 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 school accomplished 100% completion on the NC Teacher Working Conditions Survey.
 2. Due to low enrollment, the school will not offer summer camp through our SOAR program. We received feedback that these camps need to be available for registration in the fall.
 3. The School passed the Fire Marshal’s inspection on March 15, 2024, and has received the updated certificate.
 4. ESA held a schoolwide viewing of the solar eclipse on April 8, 2024. All students and staff were provided with viewing glasses.
 5. Enrollment for the 2024-2025 school year has begun for those selected in the lottery.
 6. Software pre-purchase for 2024-2025 are estimated to be \$61,000 and will be treated as a prepaid expense for the current fiscal year.
 7. Due to effectively managing the budget through the 2023-2024 school year, the Finance Committee approved an additional spend of up to \$100,000, which will be split with \$65,000 to technology and \$35,000 to curriculum.

8. The administrative team submitted two proposals to the NCAPCS conference and both were accepted. Mrs. Dellinger is presenting in Philadelphia in April 2024 at a national STEAM conference.
9. Dr. Fuller presented information on upcoming events at ESA.

B. Finance Committee Report was given by Yuliya Morris.

1. The current year's budget is progressing well, including recent adjustments and the additional spend approved.
2. We have a coverage ratio of 1.28 versus the required coverage ratio of 1.10. Our current days cash on hand is 122 versus the required 45 days cash on hand.
3. Vendor contracts were presented and discussed.

Motion to ratify the Alertline agreement for the elevator phone.

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

Motion to ratify the Bates Vending agreement for the vending machine.

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

Motion to ratify the Systel copier maintenance agreement.

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. Updated information on the various facilities projects was presented and discussion ensued.

D. Governance Committee report was given by Ryan Cotterman.

1. Information was presented on board recruitment, including the terms of current board members and potential needs of the board.
2. Katie Swarhout and Samantha Sanchez were presented as candidates for the board.
3. The annual ESA Board Retreat will be held on Saturday, May 4, 2024.

Motion to accept Katie Swarhout to join ESA's Board of Directors effective July 1, 2024.

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

Motion to accept Samantha Sanchez to join ESA's Board of Directors effective July 1, 2024.

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

- E. Business Advisory Committee (BAC) report was given by Shon Mallory.
1. The final BAC meeting of the school year was held on April 8, 2024. Discussed recruitment of new business partners.
 2. Information on the ESA 10-year anniversary was presented by A. Monica Cutno.

V. Closed Session

- A. The Board moved into closed session at 8:31 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: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (5-0)

- B. The Board exited closed session at 9:16 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 (5-0)

VI. Actions

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

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

VII. Adjournment

- A. Next regular board meeting is on Monday, May 20, 2024, from 6:30 PM - 8:00 PM at Envision Science Academy located at 590 Traditions Grande Boulevard, Wake Forest, NC 27587.
- B. The board meeting was adjourned at 9:18 PM.

Motion to adjourn the meeting.

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