



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

Note: Samantha Sanchez and Katie Swarthout attended as non-voting board members as they become voting board members effective July 1, 2024 (the 2024-2025 school year).

I. Call to Order

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

II. Consent Agenda

- A. Draft minutes from the May 20, 2024 regular board meeting were presented. No edits were made.
- B. Financial report was given by Samantha Sanchez.

Motion to approve the consent agenda.

- Motion:** Roland Lewis Jr.
- Second:** Monique Taylor
- 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. The Read to Achieve testing for Reading Camp is being held on June 27, 2024.
 - 2. EOG testing for summer school is scheduled for June 25, 2024 and June 26, 2024. Passing scores can improve the overall score for the school, but do not count toward growth.
 - 3. Policy/procedures are being evaluated and developed and will be presented upon completion.
 - 4. The sprint report was given on the School Improvement plan and discussion ensued.
 - 5. Summer maintenance projects are proceeding on schedule and within the approved budget.
 - 6. Construction projects have coexisted with summer school without any issues.
 - 7. An updated on upcoming events was provided.
- B. Finance Committee Report was given by Yuliya Morris.

1. The end of year financial budget preparations are underway, including an depth review that was performed by the Finance Committee in May 2024.
2. We have a coverage ratio of 1.30 versus the required 1.10 coverage ratio. Our current days cash on hand is 128 versus the 45 required days cash on hand.
3. Information was presented on the proposed 2024-2025 budget. We are currently projecting a 1.41 coverage ratio versus the required 1.10 coverage ratio and 66 days cash on hand versus the required 45 days cash on hand.
4. The projected cash on hand is significantly decreasing year over year due to the several significant campus improvement projects that are ongoing during the 2024-2025 school year.
5. Vendor contracts were presented and discussed.

Motion to approve the final 2023-2024 working budget.

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

Motion to approve the proposed 2024-2025 budget.

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

Motion to approve the Scribbles Lottery invoice and purchase order.

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

Motion to approve the 2024-2025 Cigna contract.

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

Motion to approve the YMCA overnight field trip.

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

Motion to approve the YMCA Field Trip agreement.

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

Motion to approve the Selective agreement for general liability insurance for 2024-2025..

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

Hassan Kingsberry left the meeting at 7:25pm.

Motion to approve the Mutual of Omaha Purchase Order.

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

Motion to approve the Mutual of Omaha 2024-2025 agreement.

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

Motion to approve the 2024-2025 BrainPop Service Agreement.

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

Motion to approve the 2024-2025 Discovery Ed Dreambox agreement.

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

Motion to approve the 2024-2025 IXL agreement.

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

Motion to approve the 2024-2025 Sergio's Lawn Care agreement.

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

Motion to ratify the Generation Genius 2024-2025 subscription agreement.

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

Motion to ratify the GimKit 2024-2025 subscription agreement.

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

Motion to ratify the HillRap 2024-2025 subscription agreement.

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

Motion to ratify the Kodable 2024-2025 subscription agreement.

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

Motion to ratify the Positivity Project 2024-2025 agreement.

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

Motion to ratify the Renaissance 2024-2025 agreement.

Motion: Roland Lewis Jr.
Second: Ryan Cotterman
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 ongoing interior facilities projects was presented.
2. Information was presented on the exterior painting project. There have been some delays.
3. The fence for the grades 3-5 playground will be installed on the week of July 8, 2024.

Motion to ratify the Main Street Design contract amendment for LED bypass lamps.

Motion: Ryan Cotterman
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None

Vote: Unanimously Approved (5-0)

Shon Mallory left the meeting at 7:50pm.

D. Governance Committee report was given by Ryan Cotterman.

1. Adam King and Savannah Lammers were presented as board candidates.
2. Reviewed board member terms.
3. Discussed each Committee of the Board and the applicable chairperson.
4. Reviewed board officers terms.

Motion to accept Savannah Lammers for a three-year term beginning July 1, 2024.

Motion: Monique Taylor
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

Motion to accept Adam King for a three-year term beginning July 1, 2024.

Motion: Roland Lewis Jr.
Second: Yuliya Morris
Discussion: None
Conflict of Interest: Ryan Cotterman recused himself.
Vote: Unanimously Approved (3-0)

Motion to accept Yuliya Morris's resignation effective June 30, 2024.

Motion: Monique Taylor
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: Yuliya Morris recused herself.
Vote: Unanimously Approved (3-0)

Motion to accept Monique Taylor as President for 2024-2025 and 2025-2026.

Motion: Ryan Cotterman
Second: Yuliya Morris
Discussion: None
Conflict of Interest: Monique Taylor recused herself.
Vote: Unanimously Approved (3-0)

Motion to accept Ryan Cotterman as Vice President for 2024-2025.

Motion: Yuliya Morris
Second: Monique Taylor
Discussion: None
Conflict of Interest: Ryan Cotterman recused himself.
Vote: Unanimously Approved (3-0)

Motion to accept Samantha Sanchez as Treasurer for 2024-2025 and 2025-2026.

Motion: Roland Lewis Jr.
Second: Yuliya Morris
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

Motion to accept Shon Mallory as secretary for 2024-2025 and 2025-2026.

Motion: Ryan Cotterman
Second: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

Motion to accept Samantha Sanchez as Chair of Finance Committee for 2024-2025 and 2025-2026.

Motion: Yuliya Morris
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

V. Closed Session

- A. The Board moved into closed session at 8:46 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 (4-0)

- B. The Board exited closed session at 8:52 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Roland Lewis Jr.
Second: Monique Taylor
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

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 (4-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, July 15, 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 8:54 PM.

Motion to adjourn the meeting.

Motion: Ryan Cotterman
Second: Roland Lewis Jr.
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)