



BOARD MEETING MINUTES

Board Members in Attendance:

<input checked="" type="checkbox"/> Monique Taylor, President	<input checked="" type="checkbox"/> Samantha Sanchez, Treasurer	<input checked="" type="checkbox"/> Savannah Lammers
<input checked="" type="checkbox"/> Ryan Cotterman, Vice President	<input type="checkbox"/> Adam King	<input checked="" type="checkbox"/> Katherine Swarhout
<input checked="" type="checkbox"/> Shon Mallory, Secretary	<input checked="" type="checkbox"/> Hassan Kingsberry	<input type="checkbox"/> A. Monica Cutno, Chair Emeritus

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 June 24, 2024 regular board meeting were presented. Minor edits were made.
- B. Financial report was given by Samantha Sanchez.

Motion to approve the consent agenda.

- Motion:** Hassan Kingsberry
- Second:** Samantha Sanchez
- Discussion:** None
- Conflict of Interest:** None
- Vote:** Unanimously Approved (7-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.
 - 1. All 3rd graders enrolled in the Read to Achieve Program met the good cause exemption.
 - 2. Results of the Summer Program highlighted that 30% of math and 47% of ELA participants passed their tests. Passing scores improve the scores for ESA, but do not count towards growth metrics.
 - 3. An update on the hiring process for open roles was provided, noting that all staff positions are filled.
 - 4. The School discussed issues with furniture storage and discussion ensued.
 - 5. An update on the many upcoming events was provided.

Motion to approve the sale, disposition or donation of approximate 200 individual student desks purchased during COVID-19 or prior.

- Motion:** Ryan Cotterman
- Second:** Samantha Sanchez
- Discussion:** None
- Conflict of Interest:** None
- Vote:** Unanimously Approved (7-0)

- B. Finance Committee Report was given by Samantha Sanchez.

1. An update of the current enrollment status for the 2024-2025 school year was provided, noting that 724 of 764 seats have been filled.
2. We have a coverage ratio of 1.45 versus the required 1.10 coverage ratio per the School's bond covenants. Our current days cash on hand is 135 versus the required 45 days cash on hand.
3. Vendor contracts were presented and discussed.

Motion to ratify the additional \$4,802 in property liability premiums.

Motion: Samantha Sanchez
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the final 2023-2024 budget.

Motion: Hassan Kingsberry
Second: Shon Mallory
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to approve the EDS installment invoice totaling \$54,912.

Motion: Shon Mallory
Second: Katherine Swarthout
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

Motion to ratify the Letterland quote.

Motion: Shon Mallory
Second: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (7-0)

C. Facilities Committee report was given by Monique Taylor.

1. Updated information on the ongoing interior facilities projects was presented and discussion ensued. All of the projects are on budget and being executed as planned.
2. Information was presented on the exterior painting project noting that the School is expected to receive the final punch list shortly.
3. Information was presented on the roofing project noting continued progress towards the expected timeline and budget.
4. The fence for the 3rd - 5th grade playground is partially installed and will be completed soon.
5. Options were presented for improving the surfaces of the soccer fields and discussion ensued.

Ryan Cotterman left the meeting at 8:25pm.

D. Governance Committee report was given by Hassan Kingsberry.

1. Suggested revisions to the Policy Manual were presented and discussed.
2. A reminder of board education requirements was given.

Motion to approve the revised policy manual as discussed and modified during the meeting.

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

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

1. The next Business Advisory Committee meeting will be held in August.
2. The Business Advisory Committee will have a booth at Open House to be held on August 1, 2024.

V. Closed Session

A. The Board moved into closed session at 8:57 PM to discuss specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.

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

B. The Board exited closed session at 10:01 PM and resumed regular board meeting.

Motion to approve exiting closed session.

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

VII. Adjournment

- A. Next regular board meeting is on Monday, August 19, 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 10:03 PM.

Motion to adjourn the meeting.

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