



BOARD MEETING MINUTES

Board Members in Attendance:

■ Monique Taylor, President
■ Ryan Cotterman, Vice President & Interim Treasurer
■ Shon Mallory, Secretary
■ Hassan Kingsberry

■ Savannah Lammers
■ Katherine Swarthout
■ A. Monica Cutno, Chair Emeritus

I. Call to Order

- A. Regular monthly meeting of the Board of Directors was called to order at 6:37 PM by Ryan Cotterman.
- B. Mission and vision statements were read by Ryan Cotterman.

II. Consent Agenda

- A. Draft minutes from the October 21, 2024 regular board meeting were presented.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: Shon Mallory

Second: Katherine Swarthout

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (5-0)

Monique Taylor joined the meeting at 7:03pm.

III. Public Comments

- A. None given.

IV. Committee Reports

- A. Academic Committee report was given by Geoff Gorski.

1. Data on academic performance for the 2023-2024 school year was presented. The summary highlighted that while the school improved in performance and growth over the prior year, there were areas of shortfalls identified, specifically within the African American student group.
2. Discussion ensued regarding opportunities for continued learning and closing the gap, including tutoring multiple times a week, summer programs for math and reading and teacher cultural competence, differentiation of lessons and instructional strategies.
3. Additional data was requested at the next board meeting regarding economically disadvantaged students and progress of the Weighted Lottery.
4. The administration presented the proposed calendar for the 2024-2025 school year, which included a request to change the academic calendar from 190 days to 185 days. Discussion ensued and resulted in a request for additional data and options for the calendar that meet the school's charter as written.
5. Fall sports have concluded, with the boys' cross-country team finishing as conference champions.

6. A ribbon cutting ceremony for the opening of the new wood floor in the gym was held prior to the beginning of the first home basketball game on November 7, 2024.
7. U.S News published their 2025 Best Elementary and Best Middle schools rankings. Envision Science Academy placed among the top 40% of elementary and middle schools in the state of North Carolina, making it BOTH a U.S. News Best Elementary School and a Best Middle School.

B. Finance Committee Report was given by Ryan Cotterman.

1. Compensation earned by certain administrators for being ranked in the top 5% for academic growth by the state of North Carolina was added to the budget.
2. The coverage ratio is 1.26 versus the required 1.10 coverage ratio per the school's bond covenants. Current days' cash on hand is 68 versus the required 45 days cash on hand.
3. Semi-annual investor call was held on November 13, 2024.
4. Vendor contracts were presented and discussed.

Motion to approve the Stratus Information Systems licensing and support purchase order.

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

Motion to ratify the NC A&T agreement for 2024-2025.

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

Motion to ratify CDW Amplified IT licensing agreement for 2024-2025.

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

C. Facilities Committee report was given by Monique Taylor.

1. Monique Taylor presented updated information on the Health department inspections.
2. Discussed contractors for the proposed work on the soccer fields.

D. Governance Committee report was given by Monique Taylor.

1. Discussion ensued regarding the need to appoint an Interim Treasurer following the resignation of the previous board Treasurer.
2. Changes required to be made to the board meeting calendar for January 2025 and February 2025.

Motion to appoint Ryan Cotterman as Interim Treasurer for the 2024-2025 school year.

Motion: Shon Mallory
Second: Savannah Lammers
Discussion: None
Conflict of Interest: Ryan Cotterman recused himself from the vote.
Vote: Unanimously Approved (5-0)

Motion to change board meeting from January 20, 2025 to January 27, 2025 due to conflicts with a school recognized holiday.

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

Motion to change board meeting from February 17, 2025 to February 24, 2025 due to conflicts with a school recognized holiday.

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

E. Business Advisory Committee (BAC) report was given by Savannah Lammers.

1. Bill Prentice discussed the Science Olympiad during the recent committee meeting held on November 4, 2024.
2. The November 2024 newsletter was distributed.

V. Closed Session

A. The Board moved into closed session at 8:16 PM to consult with our attorney concerning certain litigation matters protected by attorney-client privilege under NC G.S. 143-318.11(a)(3) and specific personnel matters under NC G.S. 143-318.11(a)(6).

Motion to approve entering closed session.

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

B. The Board exited closed session at 8:29 PM and resumed regular board meeting.

Motion to approve exiting closed session.

Motion: Katherine Swarthout
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: Ryan Cotterman
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (6-0)

VII. Adjournment

- A. Next regular board meeting is on Monday, December 16, 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 8:31 PM.

Motion to adjourn the meeting.

Motion: Savannah Lammers

Second: Katherine Swarthout

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (6-0)