



BOARD MEETING MINUTES

Board Members in Attendance:

☒ Monique Taylor, President
☒ Ryan Cotterman, Vice President & Interim Treasurer
☒ Shon Mallory, Secretary

☒ 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 6:30 PM by Monique Taylor.
- B. Mission and vision statements were read by Shon Mallory.

II. Consent Agenda

- A. Draft minutes from the November 18, 2024 regular board meeting were presented.
- B. Financial report was given by Ryan Cotterman.

Motion to approve the consent agenda.

Motion: Ryan Cotterman

Second: Shon Mallory

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (4-0)

III. Public Comments

- A. None presented.

IV. Committee Reports

- A. Academic Committee report was given by Dr. Fuller.

1. Mr. Gorski presented the 2023-2024 data presentation on economically disadvantaged students' academic performance.
2. The administration provided information about the academic summer program scheduled to run from June 16, 2025 to June 27, 2025.
3. Additional signage has been placed around the campus to deter trespassers.
4. SOAR will be running a Summer Camp, and details of the camp were presented.
5. Ms. Johnson has received an award from NCAPCS for the Women Inspiring and Seeking Empowerment (WISE) Fellowship Program. The goal of WISE is to develop strong female charter school leaders who can easily transition into the role of administrator.
6. Mr. Prentice presented the school's proposal to increase the number of teacher workdays from 10 to 16 in the 2024-2025 school calendar. The school charter provides for increased instructional time with students, currently accounting for 190 instructional days. The new proposal recommends reducing instructional days to 185 to accommodate the additional teacher workdays. Further discussion on next year's calendar to commence at the next meeting.

Motion to approve the 2024-2025 academic summer program.

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

V. Closed Session

- A. The Board moved into closed session at 7:27 PM to discuss certain litigation matters protected by attorney-client privilege under NC G.S. 143-318.11(a)(3) and confidential information not subject to public record law and specific personnel matters under NC G.S. 143-318.11(a)(1&6).

Motion to approve entering closed session.

Motion: Shon Mallory
Second: Savannah Lammers
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

- B. The Board exited closed session at 8:27 PM and resume regular board meeting.

Motion to approve exiting closed session.

Motion: Shon Mallory
Second: Savannah Lammers
Discussion: None
Conflict of Interest: None
Vote: Unanimously Approved (4-0)

VI. Committee Reports Continued

- B. Finance Committee Report was given by Ryan Cotterman.

1. We have a coverage ratio of 1.57 versus the required 1.10. Our current days cash on hand is 78 versus the required 45 days cash on hand.
2. Vendor contracts were presented and discussed.

Motion to ratify the US News terms of agreement for website badges.

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

Motion to ratify the AT&T Phone renewal agreement.

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

Motion to ratify the Centegix Ident-A-Kid agreement pending receipt of the terms of agreement.

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

Motion to ratify auto-renewal of TCG agreement.

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

C. Facilities Committee report was given by Monique Taylor.

1. Updated information on the recent stormwater inspection, including the recommended maintenance provided by our inspector.
2. The Facilities Committee is considering reducing the meeting frequency to a quarterly schedule.

D. Governance Committee report was given by Monique Taylor.

1. Mr. Kingsberry, the chair of this committee, has resigned from the board.
2. The discussion on the parental leave agreement has been tabled until the January 2025 meeting.
3. The board discussed new member recruitment and noted that we will have three vacancies, including legal and finance professionals.

Motion to approve Katherine Swarthout as the chair for the Governance Committee.

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

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

1. No updates were provided.

VII. Actions

Motion to approve the legal strategy discussed and proposed in closed session.

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

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

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

Motion to move the January Board of Directors' meeting to January 13, 2025.

Motion: Ryan Cotterman

Second: Savannah Lammers

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (4-0)

VIII. Adjournment

- A. Next regular board meeting is on Monday, January 13, 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 9:11 PM.

Motion to adjourn the meeting.

Motion: Shon Mallory

Second: Monique Taylor

Discussion: None

Conflict of Interest: None

Vote: Unanimously Approved (4-0)