



BOARD MEETING MINUTES

Board Members in Attendance:

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|--|--|---|
| <input checked="" type="checkbox"/> A. Monica Cutno, President | <input type="checkbox"/> Carolyn Ellis | <input checked="" type="checkbox"/> Greg Stoch |
| <input type="checkbox"/> Marla Mills-Wilson, Vice President | <input checked="" type="checkbox"/> Sonal Krishna | <input type="checkbox"/> John Szwed |
| <input type="checkbox"/> Portia Scott, Secretary/Treasurer | <input checked="" type="checkbox"/> Roland Lewis Jr. | <input checked="" type="checkbox"/> Diego Torres |
| | | <input checked="" type="checkbox"/> Steve Pond (non-voting) |

I. Call to Order

- A. Regular meeting of the Board of Directors (BOD) was called to order at 6:30 PM by A. Monica Cutno.
- B. Mission statement and rules of order were read by the President.
- C. Guests were welcomed and meeting procedures were reviewed

II. Consent Agenda

- A. Draft minutes from 5/12/14 board meeting were reviewed.
- B. Treasurer's Report was given, which included recent transactions and current balance.

Motion to approve \$50 payment to Carolina Investigative Research for background checks.

Motion: Sonal Krishna

Second: Diego Torres

Vote: Unanimously approved (5-0)

Motion to approve \$35 payment to NC DPI for Exceptional Children (EC) Teacher training.

Motion: Sonal Krishna

Second: Diego Torres

Vote: Unanimously approved (5-0)

Motion to approve consent agenda.

Motion: Greg Stoch

Second: Sonal Krishna

Vote: Unanimously approved (5-0)

III. Announcements

- A. BOD should submit background check forms to Steve Pond in order to be processed.
- B. BOD should configure ESA email accounts, if not already done so.
- C. Furniture Purchased Order was sent to BOD via email. ESA will now be fully furnished in year one.
- D. Murarka Foundation approved our \$5000 grant proposal for science/engineering lab materials.

Motion to sign and return acceptance letter for the grant.

Motion: Greg Stoch

Second: Sonal Krishna

Vote: Unanimously approved (5-0)

- E. BOD should respond to E-vite for the Board/Staff Cook-out, if not yet replied.

IV. Committee Reports

- A. Development Committee report was given by Roland.
 - 1. Current progress was given on the Capital Campaign.
 - 2. EPA (Envision Parents in Action) will launch its first fundraiser, GoPlaySave, at the beginning of the school year.
- B. Education Committee report was given by Steve.
 - 1. Textbook vendor has been selected and pricing quote was given to the board.

Motion to approve textbook funds.

Motion: Greg Stoch

Second: Sonal Krishna

Vote: Unanimously approved (5-0)

- 2. ESA will adopt RIGGS as the literacy/phonics curriculum. All K-4 literacy teachers, literacy intern and AP will attend training at the end of July.

Motion to approve literacy professional development funds.

Motion: Sonal Krishna

Second: Roland Lewis Jr

Vote: Unanimously approved (5-0)

- 3. Powerschool will be used as the primary student data system for ESA

Motion to approve Powerschool and the additional per student funds.

Motion: Sonal Krishna

Second: Diego Torres

Vote: Unanimously approved (5-0)

- C. Personnel Committee report was given by Steve.
 - 1. All staff members for 2014-2015 have officially been hired.
 - 2. Nearly 100% of the teaching staff at ESA are certified.
 - 3. Literacy intern will work at ESA while completing her Master's degree.
 - 4. Mandarin teacher has been hired, but BOD may have to review/vote on employment contract.
 - 5. Healthcare/Retirement benefits package is being finalized, now that entire staff has been hired.
- D. Facility Committee report was given by Monica.
 - 1. Property/liability insurance quotes are being secured by agent.
 - 2. Lease amendment was negotiated to allow for early July move-in date.
 - 3. Landlord requested paint/sheen preference from BOD for interior preparation.
- E. Finance Committee report was given by Monica.
 - 1. Budget was revised after consulting with accountant.
- F. Technology Committee report was given by Greg.
 - 1. Quotes have been obtained from local vendors for technology infrastructure.
 - 2. Proposals will be reviewed and vendor recommended to BOD by month end.
 - 3. PBX phone system in storage has been determined to be inoperable.
 - 4. Committee is adjusting infrastructure/hardware needs to fit technology budget.
 - 5. Committee will continue to seek technology donations and refurbished options.

V. New Business

- A. EPA (Envision Parents in Action) is now incorporated. Separate checking account should be opened to manage membership and fundraising dollars.

Motion to approve the opening of EPA checking account.

Motion: Greg Stoch

Second: Sonal Krishna

Vote: Unanimously approved (5-0)

- B. Book Drive is being coordinated by a parent to secure books for classroom libraries. Steve suggested extending July 7-25 window to July 29 in order to collect books at Open House.
- C. Open House is on July 29 from 6:00-8:00 PM. Families/students will meet staff and obtain information on lunch options, uniforms, carpool tags, PTA, before/after care, etc.
- D. Monica is exploring potential land donation for ESA's permanent building

VI. Public Comments

- A. A parent asked how and why we started ESA. She commended the BOD for all the hard work and impressive results. A representative from CISCO expressed interest in helping ESA with technology infrastructure and hardware needs.

VII. Adjournment

- A. Commitments from board members are as follows:
 - 1. BOD – submit background check forms to Steve
 - 2. BOD – configure ESA email accounts
 - 3. Monica – contact CISCO rep to add Book Drive box to her office
 - 4. Greg/Roland – follow up with Duke University and CISCO rep for technology support
 - 5. Monica – Create Sign-up Genius for Board/Staff Cook-out
 - 6. Monica – Request EIN for EPA and open checking account
- B. Next regular meeting of the BOD is July 14, 6:30-8:30 PM, 3150 Rogers Rd, Ste 112, Wake Forest, NC. (Date/location may change based on school move-in date.)
- C. Meeting was adjourned at 8:20PM

Motion to adjourn meeting.

Motion: Sonal Krishna

Second: Roland Lewis Jr

Vote: Unanimously approved (5-0)