



BOARD MEETING MINUTES

Attendees:

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> A. Monica Cutno, President | <input type="checkbox"/> Georgia Grant | <input checked="" type="checkbox"/> Roland Lewis Jr. |
| <input type="checkbox"/> Marla Mills-Wilson, Vice President | <input type="checkbox"/> Carolyn Ellis | <input checked="" type="checkbox"/> John Szwed |
| <input checked="" type="checkbox"/> Portia Scott, Secretary/Treasurer | <input checked="" type="checkbox"/> Sonal Krishna | <input checked="" type="checkbox"/> Diego Torres |

I. Call to Order

- A. Regular meeting of the Board of Directors (BOD) was called to order at 6:31 PM by A. Monica Cutno.
- B. Mission statement was read by the president and reviewed by the board.

II. Consent Agenda

- A. Draft minutes from 12/09/13 board meeting were reviewed.
- B. Treasurer's Report was given, which included recent transactions and current balance.

Motion to approve consent agenda.

Motion: Diego Torres

Second: Sonal Krishna

Vote: Unanimously approved (6-0)

III. Announcements

- A. Charter training archives, webinars, and resources may be accessed on the Office of Charter Schools (OCS) Wiki link. Next OCS webinar is on February 4, 2014 from 6:30 PM – 8:00 PM.
- B. Envision received its final approval from the NC State Board of Education on January 9, 2014.
- C. Murarka Foundation has invited ESA to apply for an educational science grant.
- D. Georgia Grant resigned from the board but will continue to serve as HR advisor. Board to recruit new members to expand board.

Motion to accept resignation.

Motion: Roland Lewis Jr

Second: Diego Torres

Vote: Unanimously approved (6-0)

IV. Committee Reports

- A. Development Committee report was given.
 - 1. Committee shared draft of fundraising campaign package and asked for board feedback.
 - 2. Campaign launch will be in February 2014.
 - 3. Board members asked to identify potential donors who should receive package.
- B. Academic Committee report was given.
 - 1. Admissions policies and procedures were submitted to and approved by OCS.
 - 2. Enrollment will run from 01/24/14-02/23/14. Information and application will be posted on website.
 - 3. Secured Wake Forest Boys & Girls Club for public lottery on March 1, 2014 at 9:00 AM.

4. Community Information Sessions are planned for February in Wake Forest and N. Raleigh.
5. Website was given a facelift for enrollment launch.
- C. Personnel Committee report was given.
 1. Principal phone interviews have begun.
 2. Top 2-3 candidates will interview with the full board.
 3. Benefits packages continued to be researched and honed.
- D. Facility Committee report was given.
 1. Temporary facility was announced to public.
 2. Need to continue discussions about permanent facility.

V. New Business

- A. John Szwed presented findings about NCREN and E-rate.
 1. Offers free/discounted rates for technology and telecom services.
 2. Discussed opting into programs based on Szwed's recommendations.
 3. Need to complete LOA and MOU.
- B. Ready-to-Open Checklist was reviewed and discussed.
 1. Deadlines were assigned for each task to keep board on schedule.
 2. BOD gave updates on completed tasks.

VI. Public Comments

- A. No public comment was made.

VII. Adjournment

- A. Commitments from board members are as follows:
 1. BOD – next charter webinar is on February 4, 2014 from 6:30 PM – 8:00 PM.
 2. BOD – work on Ready-to-Open Checklist assigned tasks and report on progress at next board meeting
 3. BOD – send list of potential donors to Roland Lewis Jr
 4. BOD – send nominations for board members to A. Monica Cutno
- B. Next regular meeting of the BOD is February 10, 2014, 6:30-8:30 PM, 3150 Rogers Rd, Ste 112, Wake Forest, NC.
- C. Meeting was adjourned at 8:16 PM.

Motion to adjourn meeting.

Motion: Diego Torres

Second: Roland Lewis Jr.

Vote: Unanimously approved (6-0)