



**BOARD MEETING MINUTES**

**Board Members in Attendance:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Ryan Cotterman, President        | <input type="checkbox"/> Yuliya Morris, Treasurer | <input type="checkbox"/> Diego Torres    |
| <input type="checkbox"/> Roland Lewis Jr., Vice President | <input type="checkbox"/> Shon Mallory             | <input type="checkbox"/> A. Monica Cutno |
| <input type="checkbox"/> Holly Miller, Secretary          |   |  |

**I. Call to Order**

- A. Regular monthly meeting of the Board of Directors was called to order at 6:30 PM by Ryan Cotterman.
- B. Mission and vision statements were read by the Board President.

**II. Consent Agenda**

- A. Draft minutes from the December 13, 2021 regular board meeting were presented by Holly Miller.
- B. Financial report was given by Yuliya Morris.

Motion to approve the consent agenda.

- |                              |                            |
|------------------------------|----------------------------|
| <b>Motion:</b>               | A. Monica Cutno            |
| <b>Second:</b>               | Roland Lewis Jr.           |
| <b>Discussion:</b>           | None                       |
| <b>Conflict of Interest:</b> | None                       |
| <b>Vote:</b>                 | Unanimously approved (7-0) |

**III. Public Comments**

- A. None presented.

**IV. Committee Reports**

- A. Academic Committee report was given by Dr. Fuller.
  1. The Staff Morale Committee proposed that the early release days that were approved in the December 13, 2021 board meeting be February 9, 2022, March 23, 2022 and April 27, 2022.
  2. Discussion regarding paid time off (PTO) due to COVID-19 ensued. Staff are running out of PTO due to COVID, Omicron variant, and quarantining requirements. The board requested a cost and the scale of the impact analysis to be performed and presented at the next meeting.
  3. Mr. Gorski presented the proposed 2022-2023 school year calendar, along with historical data on the number of school days and types per school year.
  4. The NC General Assembly approved teacher (instructional staff and full-time teaching support staff) bonuses to be distributed prior to January 31, 2022.
  5. Advertisements for the weighted lottery process will be placed on ESA's website and social media pages, as well as in the two local newspapers. Enrollment Lottery for 2022-2023 ends February 25, 2022.
  6. Dr. Fuller brought up classified staff salary increase for staff, teacher, and teacher assistants (TAs) to stay competitive based on recent regional (WCPSS) increases. Administration recommended to table the discussion until the spring with the 2022-2023 budget is developed.

7. The administration recommended that ESA match WCPSS new rates for substitute teachers, which are \$130 per day for certified teachers and \$115 per day for other qualified substitutes. The board agreed with the recommendation.
8. COVID-19 update:
  - a. Administration recommends that ESA continue the mask requirement for all students, staff and any person that enters the School's building.
  - b. On-site COVID-19 testing has been going well.
  - c. Staff were provided with the option to work remotely for the January 10, 2022 teacher workday if their job duties allowed it.
  - d. As expected, we have had an increase in cases since returning from the break.

Motion to approve 2022-2023 school calendar with no virtual learning days.

**Motion:** Ryan Cotterman  
**Second:** A. Monica Cutno  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

B. Finance Committee report was given by Yuliya Morris.

1. Reviewed the 2021-2022 working budget and discussed revisions, including updating the ADM to 732 based on the School's 20-day ADM. With these updates, ESA expects to achieve a coverage ratio of 1.39 and 101-days cash on hand.
2. Vendor contracts were presented and discussed.

Motion to approve the updated See Saw contract with a 3-year term.

**Motion:** Yuliya Morris  
**Second:** Diego Torres  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

C. Development Committee report was given by Roland Lewis Jr.

1. Tennis court clean-up to be conducted by JPM in the amount of \$7,525.

Motion to approve the spend of \$7,525 with JPM to close out the tennis court project.

**Motion:** Roland Lewis Jr.  
**Second:** Diego Torres  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

D. Governance Committee report was given by Diego Torres.

1. Reviewed the Mandatory Mask Policy.

Motion to accept the Mandatory Mask Policy as written.  
**Motion:** Yuliya Morris  
**Second:** Shon Mallory  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

**V. Closed Session**

- A. The Board moved into closed session at 7:56 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:** Diego Torres  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

- B. The Board exited closed session at 8:06 PM and resumed regular board meeting.

Motion to approve ending closed session.  
**Motion:** Shon Mallory  
**Second:** Ryan Cotterman  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

**VI. Actions**

Motion to accept the School's HR recommendations as discussed in closed session.  
**Motion:** Holly Miller  
**Second:** Yuliya Morris  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)

**VII. Adjournment**

- A. Next regular board meeting is on Monday, February 21, 2021 from 6:30 PM - 8:00 PM via Zoom conference call.  
B. Board meeting was adjourned at 8:09 PM.

Motion to adjourn the meeting.  
**Motion:** A. Monica Cutno  
**Second:** Roland Lewis Jr.  
**Discussion:** None  
**Conflict of Interest:** None  
**Vote:** Unanimously approved (7-0)