



## BOARD MEETING MINUTES

### Board Members in Attendance:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> A. Monica Cutno, President         | <input type="checkbox"/> Georgia Grant    | <input type="checkbox"/> Rob Matheson            |
| <input type="checkbox"/> Marla Mills-Wilson, Vice President | <input type="checkbox"/> Sonal Krishna    | <input type="checkbox"/> John Szwed              |
| <input type="checkbox"/> Portia Scott, Secretary/Treasurer  | <input type="checkbox"/> Roland Lewis Jr. | <input type="checkbox"/> Diego Torres            |
|   |   | <input 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 was read by the board president.

### II. Public Comments

- A. Dare Peed expressed concerns about lack of leveled groups and asked for update on land.
- B. Lara Heberlein expressed concerns about lack of grouping in classrooms, how curriculum policy is set, and the elimination of Fun Friday.
- C. Farah Williams asked for update on new facility.

### III. Consent Agenda

- A. Draft minutes from 01/12/15 board meeting were reviewed.
- B. Treasurer's Report was given, which included review of financial statements.

Motion to approve consent agenda.

Motion: Marla Mills-Wilson

Second: John Szwed

Vote: Unanimously approved (9-0)

### IV. Board Professional Development (Part 2 of 4)

- A. Informal survey conducted on diversity of the board.
- B. Board of directors governed by policies set by board of directors.
- C. Board oversees all financial activities, including those of parent-teacher organization.
- D. Policies are created by board (How well?). Processes and procedures are created by administrators (How will?).
- E. Bylaws reviewed to determine if conflicts of interest exist in having principal as non-voting board member.
- F. Board discussed new and revised policies:
  - 1. Board of Directors Committee Job Descriptions
  - 2. Envision Board Member Code of Conduct
  - 3. Public Comment Procedures
  - 4. Parent/Student Grievance Policy
  - 5. ESA Admissions Policy
  - 6. Policy Development Policy

7. Hiring Policy
8. Termination Policy

Motion to accept Admissions Policy and Policy Development Policy.

Motion: Rob Matheson

Second: Georgia Grant

Vote: Unanimously approved (9-0)

G. Remaining policies to be revised further and brought back for action at next board meeting.

## **V. Committee Reports**

- A. Education and Personnel Committee reports were given by Steve Pond.
  1. Principal Report included 2015-2016 lottery information, marketing efforts, request for purchases, and quarterly assessment data.
  2. Discussed practice of grouping higher/lower level learners; differentiation should be used to meet each student where he/she is.
  3. Discussed positive behavior support plan; instructional time should not be lost and reading should not viewed as punishment.
  4. New staff members onboard; looking to hire front office staff and 2<sup>nd</sup> grade teacher.
- B. Finance Committee report was given by A. Monica Cutno.
  1. Final state allotment expected by end of February.
  2. Discussed financial best practices for administration and monthly spending limit.
  3. Principal responsible for analyzing school needs against budget.
- C. Technology Committee report was given by Roland Lewis Jr.
  1. Fiber installed and new chrome books deployed in classrooms.
  2. New server ordered for additional network support.
  3. Contract for IT support pending negotiations.
- D. Governance Committee items were covered in board professional development.

## **VI. New Business**

- A. E-rate Form 470 completed and submitted.
- B. Board feedback box placed in school for staff questions and comments.
- C. Cleaning contract extended for another 6 months.
- D. Parents for Educational Freedom in North Carolina (PEFNC) will conduct parent forum on February 25, 2015.
- E. Principal asked to investigate concerns from 5th/6th grade parents.

## **VII. Adjournment**

- A. Next regular meeting of the BOD is March 9, 2015, 6:30-8:30 PM, 9400 Forum Drive, Raleigh.
- B. Meeting was adjourned at 8:56 PM.

Motion to adjourn meeting.

Motion: Marla Mills-Wilson

Second: Georgia Grant

Vote: Unanimously approved (9-0)