

DRAFT



METROLINA REGIONAL  
**SCHOLARS  
ACADEMY**

## Metrolina Regional Scholars' Academy

### Minutes

#### SA Monthly Board Meeting

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**Date and Time**

Monday August 29, 2022 at 6:30 PM

**Location**

You are invited to a Zoom webinar.

Topic: Scholars Academy Monthly Board Meetings

Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_tVP7q8nNR9O4LaIS1aV99g](https://us02web.zoom.us/webinar/register/WN_tVP7q8nNR9O4LaIS1aV99g)

After registering, you will receive a confirmation email containing information about joining the webinar.

You may also watch the meeting live via YouTube stream, at

<rtmp://a.rtmp.youtube.com/live2>

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**Directors Present**

A. Farooqi, A. Starling, C. Lewis, D. Palmer, E. Womer, M. Pfaff, S. Dasu, W. Ning

**Directors Absent**

N. Morrison

**Ex Officio Members Present**

A. Pieper

**Non Voting Members Present**

A. Pieper

**Guests Present**

K. Ely (remote), M. Dixon, N. Zagorski (remote), Sheetal Puri (remote), Valerie Yates (remote)

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

C. Lewis called a meeting of the board of directors of Metrolina Regional Scholars' Academy to order on Monday Aug 29, 2022 at 6:36 PM.

### C. Read Mission Statement

### D. Administrative Meeting Review

### E. Approval of Prior Minutes 8/16/22

A. Farooqi made a motion to approve the minutes from SA Special Board Meeting - 8/16/22 on 08-16-22.

S. Dasu seconded the motion.

The board **VOTED** unanimously to approve the motion.

### F. Adoption of the Agenda

A. Starling made a motion to approve agenda.

A. Farooqi seconded the motion.

The board **VOTED** unanimously to approve the motion.

## II. Director's Report

### A. General Items

- Reviewed the Executive Director Report Outline which will serve as the calendar of topics to be covered at each board meeting.
- Handbook updates:
  - Minor tweaks to the dismissal procedures are captured in the 2022-2023 Staff Handbook and 2022-2023 Parent Student Handbook.
- Staff Updates: New benefits introduced to staff for this plan year - company-paid short-term disability and Flexible Spending Accounts.
- School Safety Updates:
  - COVID protocols:
    - No longer required to vote monthly on mask usage. Maintaining mask optional policy.
    - **Reminders:** COVID-positive students are required to quarantine for 5 days, then wear a mask for 5 days. Students with confirmed COVID exposure are required to wear a mask for 10 days and get tested on day 5.
    - On-site COVID testing is still available. Awaiting take-home tests from the state.
  - Confirmed the days the nurse's office is staffed - Monday, Tuesday, and Thursday by Nurse Thompson, Wednesday pm and Friday pm with a Teaching Assistant (with prior nursing experience).
  - Volunteer background checks must be completed every other school year. Contact Ms. Pantuso with questions.

### **III. Governance Committee**

#### **A. Status Review**

- Committee update: Second half of the board retreat is to be scheduled.
- Reminder: It is important for all students to attend school on the first day for funding purposes.
- The Board is no longer required to vote monthly on mask usage.
- Board recruitment: 1 board member has resigned and the recruitment campaign is reopened to fill the vacant position. Anyone interested should submit an application. Additional information will be in the newsletter.
- Several staff contracts will be discussed in closed session.
- Committee Meetings: Schedule established. Roadmap to be provided.

### **IV. Expansion Committee**

#### **A. Status Review**

Additional contract-related discussion during the closed session.

### **V. Diversity, Equity & Inclusion Committee Updates**

#### **A. Status Review**

The first meeting is scheduled for September 23rd at 8:15.

Meetings are open to the public on the fourth Friday of the month at 8:15 am. Participation can be in person or virtual.

### **VI. Educational Excellence Committee Updates**

#### **A. Status Review**

The first meeting is scheduled for September 9th at 8:15.

Meetings are open to the public on the second Friday of the month at 8:15 am. Participation can be in person or virtual.

### **VII. Foundation**

#### **A. Status Review**

2021 - 2022 Annual Giving Campaign \$527,000 collected (Goal: \$495,000)

- 100% of trustees, board, and staff
- 81% of new families
- 85% of existing families

2022-2023 Annual Giving Campaign (Goal: \$495,000)

- \$19,000 committed YTD, \$11,000 collected (Early pledges)
- Official pledge drive campaign kick-off in October

#### Goals and Strategic Objectives:

1. Maintain a qualified board of trustees.
2. Focus on the foundation's branding and marketing for fundraising.
3. Raise \$495,000 towards Scholar's Academy's operating expenses.
4. Increase support from corporations and non-governmental foundations.

### VIII. Finance Committee Update

#### A. Finance Recommendations

- No amendments to the school budget.
- Employment contracts to be discussed in closed session

#### Items for vote

- Resolution to adopt Section 125 Plan (must be done annually)
- Health insurance contract - Change medical carrier due to a high increase from Aetna (49%) to BCBSNC.

M. Pfaff made a motion to adopt Section 125 plan.

W. Ning seconded the motion.

The board **VOTED** unanimously to approve the motion.

W. Ning made a motion to approve the contract for health insurance from BCBSNC.

E. Womer seconded the motion.

The board **VOTED** unanimously to approve the motion.

### IX. Closed Session

#### A. Closed Session

W. Ning made a motion to review expansion contract and employment contract.

A. Farooqi seconded the motion.

The board **VOTED** unanimously to approve the motion.

### X. Closing Items

#### A. Vote on any items from Closed Session

S. Dasu made a motion to approve the vendor contract for nursing services.

A. Starling seconded the motion.

The board **VOTED** unanimously to approve the motion.

A. Farooqi made a motion to approve teaching employment contracts presented in closed session.

W. Ning seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:39 PM.

Respectfully Submitted,

D. Palmer

### **Documents used during the meeting**

- Executive Director Report Outline.docx
- Staff Handbook 2022-2023.docx.pdf
- 2022-2023 Parent Student Handbook.pdf