

APPROVED



METROLINA REGIONAL  
**SCHOLARS  
ACADEMY**

## Metrolina Regional Scholars Academy

### Minutes

#### SA Monthly Board Meeting

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##### **Date and Time**

Monday June 17, 2024 at 6:30 PM

##### **Location**

You are invited to a Zoom webinar.

Topic: Scholars Academy Monthly Board Meetings

Register in advance for this webinar:

[Scholars Academy Monthly Board Meeting - Zoom Webinar Registration](#)

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 [Metrolina Regional Scholars Academy - Charlotte - YouTube](#)

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##### **Directors Present**

A. Farooqi (remote), A. Hall (remote), A. Starling, D. Palmer, E. Womer, L. Lopez, M. Dixon

##### **Directors Absent**

E. Alvarez, W. Ning

##### **Directors who arrived after the meeting opened**

A. Hall

##### **Directors who left before the meeting adjourned**

A. Farooqi, A. Hall

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### **Ex Officio Members Present**

A. Pieper

### **Non Voting Members Present**

A. Pieper

### **Guests Present**

Chad Carper, S. Liner

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## **I. Opening Items**

### **A. Record Attendance and Guests**

### **B. Call the Meeting to Order**

E. Womer called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Jun 17, 2024 at 6:36 PM.

### **C. Read Mission Statement**

A. Farooqi read the mission statement

### **D. Administrative Meeting Review**

E. Womer read the webinar instructions

### **E. Approval of Minutes of May Board Meeting - 5/20/24**

A. Farooqi made a motion to approve the minutes from SA Monthly Board Meeting on 05-20-24.

A. Starling seconded the motion.

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

### **F. Approval of Minutes of Special Board Meeting - 5/23/24**

A. Farooqi made a motion to approve the minutes from Scholars Academy - Special Meeting of the Board of Directors on 05-23-24.

D. Palmer seconded the motion.

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

### **G. Approval of Minutes of Emergency Special Board Meeting - 6/4/24**

D. Palmer made a motion to approve the minutes from Emergency Special Board Meeting on 06-04-24.

A. Farooqi seconded the motion.

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

#### **H. Adoption of the Agenda**

D. Palmer made a motion to approve the agenda.

A. Farooqi seconded the motion.

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

### **II. Community Comments (First Opportunity) - subject to guidelines**

#### **A. Community Comments - guidelines**

No community comments

### **III. Director's Report**

#### **A. General Report**

A. Hall arrived at 6:49 PM.

Annual Tasks

- Bus registration - completed bus lottery and registration process, overwhelming demand
- Summer camps - expanded summer camps starting in a few weeks
- Updates to Safety and Mental Health plans - safety procedures getting an update this year as a result of the security assessment
- SEL program updates - new part-time counselor will enable to do other things
- Yearly professional development and academic planning - staff development
- Student/Staff Handbooks - significant update for attendance procedure and policies (excused/non excused going down from 20 to 15)
- Schedules, duty rosters, class lists, event planning - getting ready for new school year
- Student enrollment and HS transfers - new kindergartners and 8th graders
- Finish staffing - some open positions to be filled, some contract extensions
- Order instructional materials - Starting on July 1st (new fiscal year) will be ordering books/workbooks
- State/Federal compliance reports - required reports, currently working on inventory of digital (i.e., computers, sizes, etc.) and library material (number of books, age of books, etc.)
- Academic data analysis - improved data analysis available from DPI (testing data, demographics)

Summer Tasks

- Infinite Campus migration and training - Student information system, Power school, migrating to Infinite Campus (student info, grades, staff info, etc.)

- HR and Finance procedure manuals - getting completed
- Plan implementation of new health standards - new standards for Middle Schoolers (I.e., puberty)
- Security system installation - wiring almost done, computers and system to be set on; film on doors
- Mural installation - art work done by Ms. Norris
- Complete requirements for charter renewal - make updates for curriculum; targeting updates to be completed by Board Retreat
- AI Roadmap - Policies and procedures around AI
- Acceptable Use Policy updates - updates will be available in August for Board Retreat

#### **IV. Governance Committee**

##### **A. New Executive Director Appointed**

- Welcomed Chad Carper, new Executive Director

##### **B. Board Member Appointments for Next Term**

Renewing for second 3-year term:

- Alison Hall
- Weiyi Ning
- Erica Womer

##### **C. Officer Appointments for Next Year**

- Chair - Dominique Palmer
- Vice-Chair - Enrique Alvarez
- Treasurer - Adam Starling
- Secretary - Open

A. Farooqi made a motion to approve the appointment of the officers as presented by Governance Committee.

M. Dixon seconded the motion.

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

#### **V. FAST Committee**

##### **A. Updates**

- The screening was completed
- The video and the camera work is ongoing, and it's going to be completed shortly
- The roundabout is gone

- No updates on finding legal counsel to look at the contract but that is work in progress

## VI. Policy Committee

### A. Update

Policy updates on Parent Student Rights not yet available

## VII. Foundation

### A. Update

- \$431K received for Annual Giving Fund
- \$20K (approx.) still pending
- \$451K total Annual Giving Fund, including pending pledges
- Family participation YTD 78% (which is in line with prior years)
- Write offs \$39K
- \$33,500 total received for Bus fund
- A. Farooqi will be retiring from this Board position

## VIII. Finance Committee

### A. ALT HR Statement of Work - 2024-2025 School Year

- **Vote:** ALT HR Contract is proposed for renewal - no change in terms or price (\$10,500 / year)

A. Farooqi made a motion to approve ALT HR Contract as proposed by Finance Committee.

D. Palmer seconded the motion.

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

### B. Blue Cross / Blue Shield Contract

A. Farooqi made a motion to amend the agenda to include Blue Cross/Blue Shield Renewal.

D. Palmer seconded the motion.

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

- **Vote:** Blue Cross / Blue Shield for employee insurance package - recommending to renew, no significant changes in cost and within budget; includes health insurance, dental, vision, short-term disability, voluntary long-term disability.

D. Palmer made a motion to approve the Blue Cross / Blue Shield contract renewal as proposed by Finance committee.

A. Farooqi seconded the motion.

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

### C. Financial Snapshot

- Surplus for current year expect to end around \$105K with some pencil adjustments
- \$135K came directly to School, remaining \$320K went to Foundation for AGF
- Fund Balance: began at \$4.2 M and ending at \$2.3 M after paying off mortgage; adding surplus will totaled \$2.4 M. Adding the amount that went to Foundation get \$3.1 M of school and Foundation savings combined.
- Ending the year in a strong position

### D. Finance Committee Updates

- NC Access grant expires at the end of year - School will be able to spend all funds
- Gaggle software will be covered by State funds
- Annual Audit will start early next year - need to ensured documentation is ready
- CD Portfolio (3 CDs in 6 mo ladders) will continue to use and rollover, as needed

## IX. Community Comments (Second Opportunity) - Subject to Guidelines

### A. Community Comments

- Sabrina expressed her gratitude to Ms. Piper

## X. Closed Session

### A. Confidential personnel matters

A. Farooqi made a motion to move to closed session.  
M. Dixon seconded the motion.  
The board **VOTED** to approve the motion.  
A. Farooqi left at 8:25 PM.  
A. Hall left.

## XI. Vote on Items Discussed in Closed

### A. Votes

D. Palmer made a motion to approve amendment to employment contract as discussed in closed.  
M. Dixon seconded the motion.  
The board **VOTED** to approve the motion.  
D. Palmer made a motion to approve employment decision as discussed in closed.  
M. Dixon seconded the motion.  
The board **VOTED** to approve the motion.  
D. Palmer made a motion to approve Board appointments as discussed in closed.

M. Dixon seconded the motion.  
The board **VOTED** to approve the motion.

## **XII. Closing Items**

### **A. Adjourn Meeting**

D. Palmer made a motion to adjourn meeting.  
M. Dixon seconded the motion.  
The board **VOTED** to approve the motion.  
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:48 PM.

Respectfully Submitted,  
L. Lopez

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

*None*