

APPROVED



METROLINA REGIONAL  
**SCHOLARS  
ACADEMY**

## Metrolina Regional Scholars Academy

### Minutes

#### Board Meeting

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**Date and Time**

Monday January 22, 2018 at 6:30 PM

**Location**

Scholars Board Room

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**Directors Present**

A. Gozycki, J. Wagler, M. Mittal, M. Scruggs, R. Watson, S. Liner, S. Scott

**Directors Absent**

*None*

**Ex Officio Members Present**

J. Cuneo

**Non Voting Members Present**

J. Cuneo

**Guests Present**

T. Miller

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**I. Opening Items****A. Record Attendance and Guests****B.**

### **Call the Meeting to Order**

R. Watson called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Jan 22, 2018 at 6:32 PM.

R. Watson reminded everyone that the meeting is being audio recorded and will be posted on the school website.

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

S. Scott read the mission statement.

### **D. Approval of Prior Minutes**

M. Scruggs made a motion to approve minutes from the November Board Meeting on 11-27-17 November Board Meeting on 11-27-17.

J. Wagler seconded the motion.

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

### **E. Approval of Prior Minutes**

M. Scruggs made a motion to approve minutes from the Special December Meeting on 12-18-17 Special December Meeting on 12-18-17.

J. Wagler seconded the motion.

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

M. Scruggs made a motion to approve minutes from the Special January Meeting on 1-12-18.

J. Wagler seconded the motion.

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

### **F. Adoption of the Agenda**

R. Watson discussed items added to the meeting agenda:

- Minutes from 1/12 special meeting were added for final approval.
- Added time to plan for next month's meeting.
- Budget amendments added to Finance section.

J. Wagler made a motion to approve agenda.

M. Scruggs seconded the motion.

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

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

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

There were no comments during either community comments section.

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

## **A. General Items**

J. Cuneo discussed the Director's Report:

- Mid-year iReady testing is occurring for K-6 students
- Mid-year DRA testing for K-2 also happening
- Science fair happening this week for 6th-8th grade
  
- J. Cuneo presented contract for STEM Revolution summer camp
  - Camp wishes to rent space at SA during the last two weeks of June
  - Camp can hire SA teachers, SA kids would receive priority enrollment in the camp
  - There was discussion around creation of a policy on rental contracts specifically, in addition to the policies already in place
  - J. Wagler made motion to give Ms. Cuneo ability to move forward with STEM Revolution Contract, M. Scruggs seconded. All voted unanimously to approve. Motion carried.
  
- Admissions Committee meets in early February to review applications
- Make-up day Schedule was shared in last week's newsletter
  - First (3) days were predetermined, 2/19 was added
- Board to vote on 2018-2019 calendar in February

## **IV. Development Committee**

### **A. Update on Development initiatives**

J. Wagler / S. Scott gave Development Updates:

- Annual Campaign going well - only \$28K off goal as of last week
- Good participation from most grades
- A website was created for submissions of photos (to be used in marketing materials)
  - Parents can submit photos
- Committee is working to get a photographer to capture life at SA

## **V. Diversity Committee**

### **A. Recommendation of admission target (low SES)**

M. Scruggs updated the Board on recent developments:

- 13% was the initial low-SES target from the Diversity Committee, policy sent to OCS included flexibility for the target given the school financial situation year to year
- OCS gave feedback on 1/22 (today), wants to see a specific target and timetable within the policy (range percentage or year to year, transparent)
  - R. Watson suggested we start with a 1-2 year plan, amend later on
- Plan for implementation within the Admissions Policy moves to next school year given timing for OCS approval. In the meantime, we can move forward from within:
  - Re-evaluate the current school population: how many qualify as low SES - start with these needs
  - Look at what can we commit to support current needs (through Finance and data)
  - Review what other schools are doing
  - Diversity Committee will meet again to discuss ideas, Finance Committee will evaluate as well
  - M. Scruggs and J. Cuneo will talk with OCS to see if we can plan for 1-2 years at a time

## VI. Finance Committee

### A. Quarterly Dashboard

M. Mittal presented quarterly financial dashboard (as of 12/31/17)

- Overall the actuals are in line with budget, with around 55-60% still remaining
- Local funding is slower to come in, as we've seen in the past
- Currently have a \$100K surplus

M. Mittal presented Budget Amendments for vote

- Largest amendment to note covers the increased athletic participation fee for this year
- Net change to budget surplus \$1,559.04

M. Scruggs made a motion to approve the budget amendments.

J. Wagler seconded the motion.

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

### B. Loan Compliance Review

M. Mittal shared compliance report for the past fiscal year (ending 6/30/17).

- Report shows that the school financials are in good standing.

## VII. Educational Excellence Committee

## **A. Academic Performance Metrics**

A. Gozycki presented Educational Excellence Committee update:

- Committee works alongside other committees, especially S.P.I.T.
- Goals and metrics created within this committee are directed and enforced through the school administration
- First task was to update the academic goals for the school
  - Placing enough emphasis on tests helps our children prepare for life after Scholars - and to get credit for the coursework they have completed at our school
  - Academic goals are just one piece of the puzzle, social and emotional goals will also be created and shared
  - Committee reviewed the last (2) years of test data (EOGs/EOCs, DRA, iReady tests), shown as grouped percentages by grade (no individual test data was shared)
- Committee member T. Miller shared that the group is also speaking to other schools that similar models (publicly funded, highly gifted peer schools - such as the Hunter College Program in NYC and MESA)

Academic Goals were presented by J. Cuneo

- One large takeaway from the data, K-2 is truly a three year span of student development
- Updated goals are realistic, we are already there in most cases
- Administration/teachers will explain to students the importance of testing as a door opener for them
- Every test at SA is providing helpful, instructional feedback

Next Steps:

- Donuts with Director 1/31 will cover the committee and academic goals for the community
- Administration will cover these topics in the 2/2 newsletter
- Parent Guides by subject will be created to help parents understand the learning path by grade
  - Math will be ready in the spring and will be placed on the website
- R. Watson pointed out that the Board can oversee, check progress against these new goals, but the administration is directing and enforcing goals and processes

## **VIII. Policy Committee**

### **A. Bullying Policy**

S. Liner gave additional updates:

- Next Policy Committee meeting is on 1/24
- Policy manual is almost complete, has been drilled down into smaller documents, easier to update and organize
- Open Meeting Policy has been drafted

M. Scruggs made a motion to adopt bullying policy as drafted.

J. Wagler seconded the motion.

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

## **B. AIG Certification / Reimbursement Policy (First Reading)**

Board reviewed draft of AIG Certification/Praxis Testing and Reimbursement Policy

- Policy provides (3) paths for teachers to obtain AIG Certification depending on career background
- Committee is addressing some remaining questions
- Board discussion around timing of employee reimbursement for first required course (waiting until the end of semester vs. in good faith at the beginning)
- Policy Committee will finalize and present for approval at a future meeting.

## **IX. Closed Session (if necessary)**

### **A. Closed Session**

In accordance with the NC statutes, J. Wagler motioned to move into closed session to discuss a confidential matter. M. Scruggs seconded. The board **VOTED** unanimously to move into closed session.

M. Scruggs motioned to move back into open session, J. Wagler seconded. The board **VOTED** unanimously to return to open session.

## **X. Closing Items**

### **A. Vote on any items from Closed Sessions**

No vote needed.

### **B. Adjourn Meeting**

Discussed February meeting agenda.

J. Wagler made a motion to adjourn the meeting.

M. Mittal seconded the motion.

The board **VOTED** unanimously 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 9:00 PM.

Respectfully Submitted,  
A. Gozycki