APPROVED

Metrolina Regional Scholars Academy

Minutes

May Board Meeting

Date and Time
Monday May 21, 2018 at 6:30 PM

Location
Scholars Board Room

Directors Present
A. Gozycki, J. Wagler, M. Mittal, R. Watson, S. Liner

Directors Absent
M. Scruggs, S. Scott

Ex Officio Members Present
A. Pieper, J. Cuneo

Guests Present
A. Farooqi, A. Shayamala, J. York

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 May 21, 2018 at 6:30 PM.
R. Watson announced that the meeting is being audio recorded and will be shared on the board section of the website within one to two days of the meeting.

C. Read Mission Statement

M. Mittal read the Mission Statement.

D. Approval of Prior Minutes

J. Wagler made a motion to approve minutes from the Board Meeting on 04-23-18 Board Meeting on 04-23-18.
M. Mittal seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. Approval of minutes

J. Wagler made a motion to approve minutes from the Special Meeting on 05-06-18 Special Meeting on 05-06-18.
M. Mittal seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Adoption of the Agenda

J. Wagler made a motion to approve agenda.
M. Mittal seconded the motion.
The board **VOTED** unanimously to approve the motion.
R. Watson asked if there were still plans to give a Strategic Plan Implementation Team update, J. Cuneo confirmed that the update would be more about the overall Strategic Plan progress.

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

A. Community Comments - guidelines

S. Holland, music teacher and chorus director, shared concerns regarding growing choral program. Current chorus location is PTO room which is can be difficult acoustically being next to the gym, and due to lunch personnel and parents coming in and out. Suggested sound proofing or a better location.

Second round of comments: A. Shyamala shared comments with board regarding volunteer database, teacher compensation, and board transparency.

III. Director's Report

A.

General Items

J. Cuneo provided Director's Report:

- SEL surveys being done with students and staff, parent survey includes SEL questions as well. All information will assist in creating SEL goals for next school year.
- Parent Survey is under way, responses will also help to shape school/S.P.I.T. goals for next year
- Testing for EOGs will begin next week, state testing and iReady information will be included in 4th Q report cards
- Many end of year activities will be happening over the next few weeks
- Administration is completing summatives for teachers and staff
- Will discuss staffing in closed session, currently interviewing for open positions
- Enrollment report included, 2018-2019 waiting list and numbers up to date

IV. Development Commitee

A. Volunteer Database Update

J. Wagler shared database updates:

- Committee has met with PTO regarding database, talking with Leaders Building Leaders as well
- Scoping out what is needed and figuring out pricing
- Not sure if this will hit this year's budget due to timing, but hopes to be ready to approve in June meeting
    - Approving in June will allow for building of database over the summer, launching in the new school year

B. Annual Giving Campaign Update

J. Wagler shared AGC update:

- Over 90% participation, highest in recent years
- Exceeded our ask for this year, numbers still trickling in
- $65,000 in pledges and some outstanding matches still being collected

V. Finance Committee

A. Budget Priorities Approval

M. Mittal shared budget priorities:

- Priorities remain basically the same from last month.
- Reviewed one time charges from this year, spending priorities and spending adjustments for next year

- M. Mittal will adjust sheet for next month, to be presented for vote of approval

B. Budget Amendments

M. Mittal outlined most recent amendments, items to note included:

- J. Cuneo asked to remove Mentor Pay line item
- Unemployment cost lower than usual this year
- Athletic supply expenses adjusted to capture purchases of basketball uniforms earlier in the year as well as newly allocated funds for the purchase of soccer uniforms this year – in the future, we will have higher funds in this category as we replace uniforms on a rotating basis
- Decision to remove line 7, Workshop Expenses, from this amendment pending further discussion
- Capital expenses – our budgeted amount for capital expenses was higher than necessary this year allowing us to make additional purchases in this school year to meet certain needs including the purchase of an additional computer cart, choral risers and requested band instruments
- School safety – with additional funds available in our budget this year and the need for added school safety measures, we have added a new line item to make such improvements in this year's budget ($15,000 based upon quotes that administration has received)
- Teacher bonuses – with additional funds available in our budget this year, the Administration has decided to provide teacher bonuses increasing our teacher pay by $52,000

- Net impact on budget approx -$44,000, leading to budget surplus of approx $90,000
- Additional amendments to come in June

R. Watson explained that we budget to surplus each year to meet our debt service coverage ratio, then use a significant portion of this to fund additional school needs.

M. Mittal made a motion to approve amendments as discussed (removing Mentor Pay line item as well as Workshop Expenses).
J. Wagler seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Auditor Approval

Board will review contract in Closed Session and vote afterward in Open Session.

VI. Strategic Planning Committee

A. S.P.I.T. Update

- J. Cuneo presented color-coded Strategic Plan that will be posted on website, final will be presented in June
  - Colors represent progress within the plan: green = completed, yellow = in progress, red = not yet addressed
  - Strategic Planning Committee and SPIT will be meeting to firm up goals for 2018-2019 school year
- A. Gozycki discussed revisions to Theme #6
  - Diversity Committee is working on listing the goals/initiatives for students of lower SES separately from those of underrepresented minorities as these will differ
  - Updated Theme #6 will be included in the final color-coded plan.

VII. Policy Committee

A. Donation Refund Policy

S. Liner presented policy for feedback.

J. Wagler asked about hardship criteria, T. Hemming (via conference line) comfortable with not putting that into the policy. S. Liner will share approved policy with T. Hemming.
S. Liner made a motion to approve donation policy.
M. Mittal seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Governance

A. Board Recruitment Status

M. Mittal shared that we currently have 3 nominations for the board. Would like to review and meet with candidates next week.
J. Wagler reminded the board that Leaders Building Leaders suggested input from administration. J. Cuneo and A. Pieper will decide when to speak with board candidates.

B. Set Next Month's Agenda

Discussed agenda for June board meeting.

C. BOT Organization

J. Wagler covered off on file structures within Board On Track system.

Next Steps:

- Each committee should populate the public drive with necessary documents, PDF files only.
- Ensure that all meeting documents go into meeting archives folder, you must manually drop in any documents that haven't been attached to the agenda.

D. Board Assessment

R. Watson sending out the Board Assessment to all board members, recommended taking the assessment prior to June meeting for further discussion.

IX. Closed Session (if necessary)

A. Closed Session

J. Wagler made a motion to convene in Closed Session pursuant to "Permitted Purposes" under N.C.G.S. §143-318.11: (a) To prevent the disclosure of privileged or confidential information.
S. Liner seconded the motion.
The board **VOTED** unanimously to move into Closed Session at 7:55pm.
J. Wagler made a motion to move back into Open Session.
M. Mittal seconded the motion.
The board **VOTED** unanimously to move back into Open Session.

X. Closing Items

A. Vote on any items from Closed Sessions

J. Wagler made a motion to approve hiring recommendation discussed in Closed Session.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Mittal made a motion to approve the auditor selection and related contract as discussed in Closed Session.
J. Wagler seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjourn Meeting

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 8:39 PM.

Respectfully Submitted,
A. Gozycki