APPROVED

# Metrolina Regional Scholars Academy

# Minutes

## Board Meeting

**Date and Time**
Monday June 25, 2018 at 6:30 PM

**Location**
Scholars Board Room

**Directors Present**
A. Gozycki, J. Wagler (remote), M. Mittal (remote), M. Scruggs, R. Watson, S. Liner, S. Scott

**Directors Absent**
*None*

**Directors who arrived after the meeting opened**
M. Mittal, S. Scott

**Ex Officio Members Present**
A. Pieper

**Guests Present**
A. Farooqi, T. Hemming

### 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 Jun 25, 2018 at 6:32 PM.
R. Watson reminded everyone that the meeting is being recorded and will be posted to the public portal on the website.

### C. Read Mission Statement

R. Watson read the mission statement.

### D. Approval of Prior Minutes

M. Scruggs made a motion to approve minutes from the May Board Meeting on 05-21-18 May Board Meeting on 05-21-18.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.

### E. Approval of minutes

M. Scruggs made a motion to approve minutes from the Special Board Meeting on 06-05-18 Special Board Meeting on 06-05-18.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.

### F. Adoption of the Agenda

M. Scruggs made a motion to approve the agenda.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

### A. Community Comments - guidelines

No comments were made in the first round of community comments.

In the second round of comments, T. Hemming shared a thank you from Dr. Morris for the support of the music program this past year.

## III. Director's Report

### A. General Items

A. Pieper presented Directors Report:

*Student Performance*

- All student testing has been completed, Administration will share results with the board in August and with the community in September
- Parent Survey results are in and will help with forming SPIT goals for 18-19
- SEL staff and student surveys will help with adjustments to the program, especially for the middle school piece

*Governance/Financial*

- Art teachers have asked for new shelving in kiln room, current shelving bows under weight of pottery
    - Mr. Marino will build new shelving over the summer ($3,000 in material)
- Administration is proposing new furniture for board room
    - 4 tables that can create a u-shaped set up - $2800
- Sale of current bus was estimated at $3,000

*Teachers and Staff*

- Requesting slate approval of new hires in closed session
- Working to hire candidates for the positions that remain open (middle school math, Spanish)
- Teacher Working Conditions Survey results will be presented in August, can be compared with results from two years ago

*Other*

- Building and security improvements are underway
    - Doors will be re-keyed, construction is beginning on additional wall/doors behind reception desk
- August 20 - looking for board intro and presence at teacher luncheon
- Working on policy requests for OCS due end of July with Policy Committee

S. Scott arrived.

## IV. Governance

### A. Officer Election

J. Wagler made a motion to nominate the following individuals as Board officers for the 2018-2019 year: R. Watson as Chair, S. Liner as Vice-Chair, A. Gozycki as Secretary, M. Mittal as Treasurer.
M. Scruggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

## V. Development Commitee

### A.

**Volunteer Database Update**

S. Scott shared updates on volunteer database timing and development:

- We can develop the software and own it via a school foundation, or look to Leaders Building Leaders to own this
    - This method is cheaper in the long run as we will not have to pay annual fees
- Database can be used not only for volunteer efforts, but also for donations
- By targeting people based on their backgrounds, careers, and interests, database can promote lesser known volunteer needs that fit the individual
- Database would play an important role in Development, continue to grow the network of contacts, donors, alumni and families
- Meeting with the PTO netted positive feedback and questions about ownership of database and how info will be used, as well as overall cost
- Decentralized ownership of the database allows for each segment of the community to be involved (PTO, Board, Administration, Staff)
- Board discussed launch date and potential to coincide launch with 8/23 Open House
    - Timing is tight, but product could be delivered within the first month of the school year given sign off and approval
    - Board will further discuss cost in Closed Session

**B. Annual Giving Campaign Update**

T. Hemming presented year-end AGC update as of 6/25/18:

- $519K in donations received
- $36K in match gifts are pending, should be all in by March 2019
- $13K in pledges pending (payroll deductions)
- Total: $569,617 (includes write offs of $5,550)

- 91% SA Families donated (highest since 2010)
- Shared ACGC Expenses: $40K Total

The Board commended T. Hemming and the Development Committee, including Parent Ambassadors, for a very successful campaign.

## VI. Finance Committee

**A. Budget Approval**

R. Watson presented the June Budget:

- June Amendments are listed within the budget.

- Items from the Director's Report (art shelving, board room tables, and the estimated cost from the activity bus sale) will be added to the budget as well.
- Volunteer Database will be a capital purchase since we will own the property.

M. Scruggs made a motion to approve the budget with the amendments discussed.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Budget Amendments

R. Watson presented the Budget Amendments for June:

- There are a large amount of amendments, but these represent the adjustments to actuals as we close out the year.

M. Scruggs made a motion to approve the budget amendments.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Mittal called into the board meeting via the conference line.
M. Mittal arrived.

## VII. Governance

### A. Board Recruitment

Discussion will occur in Closed Session.

### B. Board Assessment

R. Watson shared that all board members have completed the board assessment, results will inform topics for board retreat in August. A. Pieper will also take the assessment prior to the retreat.

- We can speak with Leaders Building Leaders for further insight for those items we need to work on as a board.

### C. Set Next Month’s Agenda

Discussed agenda for board retreat.

## VIII. Closed Session (if necessary)

### A. Closed Session

CLOSED SESSION

M. Scruggs 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, and (f) To discuss personnel matters involving an individual employee or prospective employee.

S. Liner seconded the motion.
The board **VOTED** unanimously to move into Closed Session.
**********
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.

## IX. Closing Items

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

M. Scruggs made a motion to approve staffing slate for hire as discussed in Closed Session.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Scruggs made a motion that the Finance Committee enter into contract to purchase a new bus under the terms discussed in Closed Session.
M. Mittal seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Scruggs made a motion to grant the Development Committee the ability to approve up to the highest bid amount discussed in Closed Session for creation of the volunteer database.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Scruggs made a motion to appoint the selected Board applicants, as discussed in Closed Session, to the Board for the term beginning August 2019.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.

### B. Adjourn Meeting

M. Scruggs made a motion to adjourn the meeting.
S. Liner 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 8:24 PM.

Respectfully Submitted,
A. Gozycki