



## Metrolina Regional Scholars Academy

### Minutes

#### Monthly Board Meeting

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**Date and Time**

Monday April 29, 2019 at 6:30 PM

**Location**

Scholars Academy

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**Directors Present**

A. Gozycki, J. Wagler, M. Dixon, M. Ramasamy, M. Scruggs, R. Watson, S. Korrapati, S. Liner

**Directors Absent**

M. Mittal, S. Scott

**Directors who arrived after the meeting opened**

M. Scruggs

**Ex Officio Members Present**

A. Pieper

**Non Voting Members Present**

A. Pieper

**Guests Present**

A. Farooqi

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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 Apr 29, 2019 at 6:30 PM.

**C. Read Mission Statement**

M. Ramasamy read the mission statement.

**D. Approval of Prior Minutes**

J. Wagler made a motion to approve minutes from the Monthly Board Meeting on 03-25-19 Monthly Board Meeting on 03-25-19.

S. Korrapati seconded the motion.

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

**E. Adoption of the Agenda**

J. Wagler made a motion to approve the agenda.

S. Korrapati 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 in the room or on the phone in the first or second rounds of comments.

**III. Director's Report**

**A. General Items**

A. Pieper presented the Director's Report:

Student Enrollment/Performance

- Student intent to re-enroll forms are being returned, 5 withdrawals so far, can talk about trends at a later date
- Middle school enrichment forms are going out 4/30 to rising 5th through 8th via Google forms, children will fill out at home
- Language Arts and Foreign Language curriculum reviews are near complete, will be uploaded to website this summer

- SS, Science, SEL reviews for 2019-2020 - committees have been formed to work on these

#### Governance, Financial/Strategic Planning

- Q4 report cards will go home on the last day of school rather than being mailed
- Substitute management software trial
  - Moving to a system where teachers can request subs online
  - Reasonable cost, would streamline process

#### Teachers and Staff

- Slate for 2019-2020 will be reviewed in closed session
- Currently in the process of interviewing for positions
- Teacher/Support Staff of the Year voting this week

#### Upcoming Events/Other Items

- Boosterthon Fun Run - 5/2
- Grandparents Day & NOTA - 5/9
- New Scholars Day - 5/3 rising 1-8th, K only on 5/7

M. Scruggs arrived.

### **IV. Governance Committee**

#### **A. Updates**

S. Liner presented Governance updates:

- Board recruitment continues to be posted in newsletter, one nomination so far
- Executive Director Evaluation has been completed and shared with A. Pieper, will discuss further in closed session

### **V. Finance Committee**

#### **A. Budget Amendments**

R. Watson presented Budget Amendments:

- Mostly consist of adjustments to reflect actuals
  - State funding, interest income, etc.
  - Some additional restricted donations have come in and have been added
  - Before/After Care has come up a bit this year
- On expense side, just some tweaks and adjustments
- All in, an increase of \$30,000 on the revenue side and a increase of \$12,000 on the expense side

- Net change to budget surplus just under \$18,000

J. Wagler made a motion to approve the budget amendments as presented.

M. Scruggs seconded the motion.

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

## **B. Tax Filing**

M. Mittal shared 2017-18 tax filing with the board last week

- Finance Committee has reviewed and R. Watson has signed off.
- Board has had the opportunity to review and has no further questions.

## **C. Quarterly Dashboard**

R. Watson presented quarterly financial snapshot:

- Everything is line with where it should be at this time of year.

## **D. Budget Priorities**

R. Watson presented first round of Budget Priorities for 2019-2020:

- One time changes for 2018-2019 noted (one time bonus, CMS additional payout, second loan payoff, bus purchase)
- Spending Priorities for next year reflect the Finance Committee's discussions with A. Pieper and include:
  - Increase in teacher salaries to match CMS
  - Raise for non-certified teachers and staff
  - 1/2 new position for middle school math
  - Refinance costs
  - HVAC repairs
  - \$49,000 of capital expenditures (water filter, bathroom stalls, HP carts)
  - Program Evaluation (from outside resource - pulled from last year's planning)
  - Athletic Coach
- R. Watson brought up that we have not increased our revenue numbers for years despite getting more from the state funds year to year
  - This increase in revenue can help offset a deficit if we were to fall short in our capital campaign

## **E. CD Investments**

R. Watson presented CD Investment Summary:

- Investments are doing well - income from investments is helping to offset banking fees

## **VI. Expansion Committee**

### **A. Expansion Updates**

S. Korrapati presented the Expansion updates:

- Expansion Committee met after last board meeting, discussed possibilities with expansion
  - Committee wanted more options of sites
  - Met with Finance to review 5 year projections to see what we can afford
  - Once we have a clearer vision on how to proceed, committee will update the community
  - Stages: partnering with development company, working on a design, looking for land, etc.
- R. Watson reviewed the projected 5 year budget that was put together to see the viability of moving forward with expansion
  - Begins with current FY19 budget and proposed FY20 numbers
  - Budget assumes \$15M project cost
  - Assumes \$1M raised by school via community, grants, businesses
  - Increase in revenue/expenses proportionate to the increase in student body with a synergy factor (some costs don't increase 1-for-1)
    - Projections based on new school opening 2021-2022, adding classes per grade over three years
      - A. Pieper would like to see K-2 and 6th classes added in the first year as these tend to have the largest waiting lists

### **B. Foundation Update**

M. Ramasamy presented Foundation updates:

- 501c3 form has been filled out
- By-laws have been created
  - M. Dixon shared that the next step is to create an Operating Agreement to delineate operations/restrictions between the school board and the foundation board
    - Can set checks and balances in a circular fashion to ensure boards work together
  - By-laws themselves would govern the directors
  - Board is to further review By-laws and give all feedback to the Foundation Committee
- Conflict of Interest policy has been created
  - Board to review further and provide feedback
- Form 1023 needs some additional information, names, etc
  - Intellectual Property/ownership questions require some legal time

- S. Liner advised that think about the big picture to truly understand what we want to get to and what we're asking
  - Guardrails of foundation, entering into agreements between the two parties
- R. Watson asked about the operating costs for the foundation, what is the anticipated revenue to offset?
- J. Wagler suggested that we educate the community on the "why" of the foundation

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

### **A. Closed Session**

M. Scruggs made a motion to convene in Closed Session pursuant to "Permitted Purposes" under N.C.G.S. §143-318.11: (e) To discuss contract negotiations.

J. Wagler seconded the motion.

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

## **VIII. Closing Items**

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

M. Scruggs made a motion to approve the slate as presented.

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. Dixon 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 8:42 PM.

Respectfully Submitted,

A. Gozycki