APPROVED

Metrolina Regional Scholars Academy

Minutes

Board Meeting

Date and Time
Monday March 23, 2020 at 6:30 PM

Location
Conference call only
Board Meeting call-in number: 980-224-1999 (local) or 1-805-309-2350
Conference ID: 996-0029

This meeting was held as a call-in meeting only due to school closure for COVID-19 response.

Directors Present
A. Farooqi (remote), A. Gozycki (remote), M. Dixon (remote), M. Mittal (remote), M. Ramasamy (remote), S. Dasu (remote), S. Korrapati (remote), S. Liner (remote), S. Schroeck (remote)

Directors Absent
None

Ex Officio Members Present
A. Pieper (remote)

Guests Present
N. Zagorski (remote), T. Hemming (remote), T. Miller (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

M. Dixon called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Mar 23, 2020 at 6:30 PM.

C. Read Mission Statement

M. Dixon read the Mission Statement.

D. Administrative Meeting Review

M. Dixon asked that members do not talk over one another and limit statements to strive for clarity during the remote meeting.

E. Approval of Prior Minutes

S. Schroeck made a motion to approve the minutes from March 13 Emergency Board Meeting. Emergency Board Meeting on 03-13-20.
A. Gozycki seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Adoption of the Agenda

S. Korrapati made a motion to adopt the Agenda.
M. Mittal 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 members of the community who wished to make a comment.

III. Director's Report

A. General Items

A. Pieper delivered the Director's Report.

Lottery Update:
Ms. Pieper presented the results from the admissions lottery which was held via Zoom Conference. There are 174 children remaining on the wait list after the lottery. The number of children on the wait list is consistent with numbers for the last two years. There has been an increase in the number of students completing the group test this year over previous years.

Educational Excellence and Student Information:
Virtual and Remote Learning update - Last week, Monday, staff was available to connect with students to give instructions and answer questions about remote learning. Of 375 total students, 367 students or student representatives came to school on Monday to obtain instructions and materials from teachers. On Monday, 75 chromebooks were handed out to students who needed them. The remaining 8 students who did not come on Monday have since come to pick up materials, so now all students have the required materials to start remote learning. Remote learning went online on Wednesday. Some adjustments have been made to workload, especially for younger students, based on parent feedback from a survey sent on Thursday. Starting this week, Friday will be a "no new instruction day" so that students have a chance to catch up.
As of today, the Governor of NC has decided to close all public schools through May 15, 2020. There will be communication beginning tomorrow about what the next phase of the plan will be in response to this update from the Governor.

Teachers and Staff:
The staff requires a second round of teacher observation before the end of the year. A plan needs to be developed for this. Ms. Pieper is working on developing resources in partnership with the staff health insurance company for mental health services and virtual visits for non-Covid-19 health issues.

Special Events:
20 in 2020 Evening event was well attended and appreciated. The student event was an enjoyable and unexpectedly became a sendoff for students. Pictures will be published following the resolution of the crisis.
End of the year events - Grandparents Day and field trips are cancelled. New Scholars Day has been moved to August. All other events will need to be rescheduled for June or cancelled (Night of the Arts, Graduation, 8th Grade Washington Trip, Awards Ceremonies, Field Days).

Board Committees:
2020-2021 Budget Process is beginning. A 5-year technology replacement plan is in development to replace aging technology including some Smart Boards. The Policy Committee will meet to discuss a telecommuting policy for staff including information and guidance about cybersecurity.

IV. Governance Committee

A. Governance Committee Update

S. Liner gave the Governance report.
There is a director vacancy. A notice was put in the newsletter and the Board received one application. The application will be discussed in closed session.

Strategic Plan:

Three Committees have responded to the Governance Committee's call for actionable tasks to be added to the 2021-2025 Strategic Plan. The Governance Committee and Ms. Pieper will take the responses from the committees and roll them into the Strategic Plan.

Executive Director Evaluation:
The evaluation has been completed. The report was received from the consultants at Leaders Building Leaders. The evaluation will be discussed in closed session.

V. Expansion Committee

A. Expansion Updates

S. Korrapati gave the Expansion Committee report.
After reviewing several proposals, a Broker has been selected to put the current building on the market possibly by the end of this month. Now that interest rates are fluctuating, the committee is in talks with several lenders to get guidance on what rates will look like week to week. No significant decisions will be made while the market is fluctuating.

VI. Development Committee

A. Development Committee Update

A. Farooqi gave the Development Committee Report.
Annual Community Giving Campaign:
Participation is at 85% Financial Goal is at 85%. The trend is ahead of last year. The average donation amount per family is slightly below what it was last year.
COVID-19 will potentially alter the approach for fulfillment reminders.
Projected total amount of gifts is between $425,000-$439,000.

Toni Hemming and Nicolette Torres had a call with Sealed Air regarding a partnership for their support of our Science program at the 5th and 6th Grade level.

VII. Finance Committee Update

A. Refinance Update

M. Mittal discussed the refinance of the mortgage on the existing building.
There is no change at this time on the mortgage refinance as the Board has decided to go in a different direction.

B. Next Year Budget Priorities

M. Mittal discussed the Budget Priorities for next year.

There will be additional information provided to the Board at the next meeting. Some of the Budget Priorities that will be discussed:

- Teacher Salaries and Benefits on par with CMS.
- Allocating money on Marketing.
- Allocating money to hire coaches, especially for fall and winter, as to not have to be dependent on parents as much for sports coaching.
- Upgrading technology over the next 4-5 years.

C. IRS Notices / Auditor

M. Mittal discussed the IRS Notices/Auditor.
The Auditor who has worked with the school for the last five years has left the firm. The Finance Committee will find a new Auditor (or use the same Auditor at the new firm) for next financial year.
IRS Notice: The School has received notices regarding the 990 filing and 5500 filing. Both are being looked into. The Finance Committee is in communication with the IRS and will have an update next month about these notices as they are working toward a resolution.

VIII. Diversity Committee

A. Diversity Update

S. Dasu gave the Diversity Committee Update.
The Diversity Committee met to develop goals to align with the new Strategic Plan, specifically high level topics around responsible growth planning. Based on the goals and tasks that the Committee has discussed, the committee requests to be renamed to the "Diversity and Inclusion Committee."
The Governance Committee with check with policies to determine whether the Board needs to vote to change the name of a committee. The issue will be revisited at the next Board Meeting.

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

A. Agenda Item Summary

There were no members of the community who wished to make a comment.

X. Closed Session (if necessary)

A. Closed Session

S. Dasu 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 approve the motion.

XI. Closing Items

A. Vote on any items from Closed Sessions

S. Liner made a motion to extend the COVID-19 emergency response plan through May 15, 2020 or any subsequent State mandated school closures.
S. Korrapati seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Korrapati made a motion to realign the calendar to reallocate the days originally planned for Spring Break so as to permit a four day instructional week beginning the week of March 23, 2020 through May 15, 2020.
S. Liner seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Liner made a motion to accept the recommendation of the Governance Committee to accept the sole applicant for the Director vacancy effective immediately.
S. Korrapati seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Adjourn Meeting

M. Dixon made a motion to adjourn.
S. Dasu 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 8:47 PM.

Respectfully Submitted,
S. Schroeck