APPROVED

Metrolina Regional Scholars Academy

Minutes

Board Meeting

Date and Time
Monday April 27, 2020 at 6:30 PM

Location
Meeting to be held remotely via Zoom:
Meeting ID: 995 0505 7806
Password: 001280

Directors Present
A. Farooqi (remote), A. Gozycki (remote), A. Starling (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

Directors who left before the meeting adjourned
A. Starling

Ex Officio Members Present
A. Pieper (remote)

Guests Present
Catherine Lewis, Fei Guo, N. Zagorski (remote), T. Hemming (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 Apr 27, 2020 at 6:35 PM.
The Board Meeting was held remotely via Zoom.

C. Read Mission Statement

A. Starling read the mission statement.

D. Administrative Meeting Review

M. Dixon reminded participants to mute microphones when not speaking, limit background noise, and appropriately position cameras.
Pertinent documents will be shared on screen during the meeting and the meeting will keep to the time listed on the agenda.

E. Approval of Prior Minutes

S. Schroeck made a motion to approve the minutes from Board Meeting on 03-23-20.
S. Korrapati seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Adoption of the Agenda

S. Dasu made requested an amendment to the Agenda as a vote is not required for the Diversity Committee update. The item should be changed to a discussion.
S. Liner made a motion to adopt the Agenda with the proposed amendment.
S. Dasu 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 gave the Directors Report.

Educational Excellence and Student Information:

Virtual and Remote Learning update:
On Friday, Governor Cooper has announced that all North Carolina schools must remain closed for the remainder of the school year due to the COVID-19 Pandemic. E-learning platform will continue to the end of the school year. A notice went into the newsletter looking for parents, Board, and Staff to form a committee to make a plan for continued Virtual Learning and a contingency plan in case students cannot safely return to school in the Fall.
While this is not an ideal scenario, the school is taking into consideration the diverse needs of our community and the social-emotional well being of students. In order to do this, the guidelines for school hours per day on the online platform will remain two hours per day for students in grades K-2, three hours for students in grades 3-6, and up to 4 hours for grades 7 and 8. Additional resources are available by request from teachers. Parents who are having difficulty administering remote learning should reach out to teachers to find a solution that will work for their family so that students can continue to learn during this e-learning period.

Grading - NC SBE requirements for final grades
The State Requirements will change the grading procedure for students taking High School Credit Classes. These students will have the option to take a PC19 (pass) or WC19 (withdraw) or a number grade.

New Student enrollment for 2020-2021
All available spots for next year have been filled by students on the waiting list. All new students for the new school year have been pre-enrolled and a plan is in the works for welcoming them to Scholars Academy.

Student Course Selection
Current Students in grades 5-8 will be choosing their classes for next year in the coming weeks remotely. Grades 1-8 will receive digital re-enrollment forms in the next two weeks.

Teachers and Staff:

Teacher observations/licensure - state guidance for this year
Requirements have been waived this year, so there will be no formal end of year teacher observations. Teachers will finish their own personal development goals in the system.

2020-2021 staff slate to be discussed in closed session

Staff end of year close out process
Staff received close-out procedures today. Class lists and material requests and other items will be completed over the next several weeks.

Admin - LBL Empowered Executives Circle

Three members of the Administration will be working this week and next week in an online workshop with other Charter School leaders.

Special Events:

Computer Turn In will happen the first week of June. Procedures will be in the newsletter.
8th Grade Graduation Committee is working on who to hold Graduation virtually
Awards Ceremony/End of Year Wrapup will happen the first week of June virtually
New Scholars Day - Will happen virtually at the end of May and then in person in August (tentative).
School Musical - TBD.

Board Committee Updates:

Committee work to be discussed in detail in the committee reports:
Expansion, Finance, Governance, Development, Diversity, Policy.

IV. Governance Committee

A. Governance Committee Update

S. Liner gave the Governance Committee update.

Leaders Building Leaders has been very instrumental in preparing Governance Committee members for Charter School Governance in a virtual platform. A. Gozycki and M. Dixon attended a webinar where there was a Zoom meeting how-to as well as a primer in how to stay compliant with open meeting laws during virtual meetings. Board Members were directed to online resources to assist in committee governance during this time.

A. Pieper has asked that the Board be a part of the annual review of the school's liability insurance policy in June.

There are links in the newsletter and in the website to fill out applications for Board openings this Fall. Parents are encouraged to consider nominations for Board Positions. Questions can be directed to Board@Scholarsacademy.edu.

B. Strategic Plan

A. Gozycki reported on the Strategic Plan.
The Committees have submitted the subgoals to the existing goals they would like to take on over the next five years. This information was compiled into a Strategic Plan by A.

Gozycki and A. Pieper. The Board will vote to approve this Strategic Plan. It will be amended with actionable tasks at a later date.
S. Liner made a motion to approve the Strategic Plan Goals for 2021-2025.
A. Gozycki seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Board on Track Contract

The Leaders Building Leaders/Board on Track Contract will be discussed voted on in Closed Session.

D. ED Evaluation

Executive Director Evaluation to be discussed in closed session.

V. Policy Committee

A. Teleworking Policy

A. Farooqi presented the Teleworking Policy to the Board. Due to the fact that Staff are already teleworking, the Board must vote on a teleworking policy in this meeting.
A. Farooqi made a motion to approve the teleworking policy as submitted without a first read.
S. Dasu seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Check Signing Authority Policy Amendment

In order for a check to be signed, the previous policy required the Executive Director and the Assistant Director's signatures. The policy change will require signatures from the Executive Committee and a member of the Administration as designated by the Executive Director.
S. Liner made a motion to amend the check signing authority policy without a first read.
S. Korrapati seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Diversity Committee

A. Diversity Update

S. Dasu gave the Diversity Committee update.
The Diversity Committee is targeting the Fall for further outreach at various events in target communities. In the mean time, the Committee is continuing to explore marketing opportunities to the best of the Committee's ability.

VII. Development Committee

A.

Development Committee Update

A. Farooqi gave the Development Committee update.
As of today, $320,000 of the $451,000 pledged in donations have been received to the Annual Community Giving Campaign. Members of the Development Committee are sending emails to those who have pledged but have not yet fulfilled their pledge. The current family participation rate is at 85%.

Scholars Academy Family Support Fund has received over $1,000.

Sealed Air Community Partners are coordinating with Ms. Torres to create a remote learning opportunity regarding sustainability and food loss/waste.

VIII. Foundation Committee

A. Application Status Update

M. Ramasamy gave the Foundation Application Status Update.
The application has been completed. The initial application filed with the Secretary of State was missing a "purpose" for the Foundation, so an amendment with a foundation purpose is being filed. There will first be one more review done by the attorney before it is submitted.

IX. Expansion Committee

A. Expansion Updates

S. Korrapati gave the expansion update. The school building was listed with a Broker and is on the market. The Expansion Committee did not meet last month. They are monitoring market conditions and interest rates.

X. Finance Committee Update

A. Quarterly Dashboard

M. Mittal presented the quarterly dashboard as prepared by the Finance Committee with the Board.

B. Next Year Budget Priorities

M. Mittal presented next year's budget priorities to the Board. Documents presented detail expected changes to revenue and expected changes to the budget for the next school year. The Finance Committee has created a budget that expects a 5% reduction in state funding and a $24,000 budget surplus overall for the year to adjust for unexpected changes to either revenue or expenses. The Board is required to approve a Budget in June, which is prior to being notified by the State what funds will be made available to the School for the new school year.

C. Budget Amendments

M. Mittal presented a detailed list of proposed budget amendments.
M. Mittal made a motion to approve the budget amendments as offerred.
S. Dasu seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Next Year Auditor Contract

M. Mittal presented the auditor contract to the Board. It will be discussed in closed session. Following that discussion, the Board will vote.

E. Miscellaneous Finance Information

The Finance Committee has been cooperating with the IRS regarding the notice that was received. The IRS has not responded yet to any communication from the Finance Committee.

There was a discussion regarding the movement of funds from CDs to Savings to Checking accounts in order to best take advantage of interest income while keeping funds available.

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

A. Agenda Item Summary

Catherine Lewis (member of the parent community) made a comment. She expressed thanks to the Board and to the Staff for the work they have done to make virtual learning a smooth and enriching experience.

XII. Closed Session (if necessary)

A. Closed Session

S. Liner 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 (e) To discuss contract negotiations.
S. Dasu seconded the motion.
The board **VOTED** unanimously to approve the motion.
A. Starling left.

XIII. Closing Items

A. Vote on any items from Closed Sessions

S. Liner made a motion to approve contracts as discussed in closed session.
S. Korrapati seconded the motion.

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

Roll Call

M. Ramasamy	Aye
S. Dasu	Aye
A. Starling	Absent
S. Korrapati	Aye
A. Farooqi	Aye
A. Gozycki	Aye
S. Liner	Aye
S. Schroeck	Aye
M. Mittal	Aye
M. Dixon	Aye

S. Korrapati made a motion to approve 2020-2021 employee slate as discussed in closed session.

S. Dasu seconded the motion.

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

Roll Call

S. Dasu	Aye
M. Dixon	Aye
S. Korrapati	Aye
M. Ramasamy	Aye
A. Farooqi	Aye
A. Starling	Absent
S. Schroeck	Aye
M. Mittal	Aye
S. Liner	Abstain
A. Gozycki	Aye

B. Adjourn Meeting

S. Liner made a motion to adjourn the meeting.

M. Mittal seconded the motion.

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

Roll Call

M. Mittal	Aye
M. Dixon	Aye
S. Schroeck	Aye
A. Gozycki	Aye
S. Korrapati	Aye
A. Farooqi	Aye
S. Dasu	Aye
A. Starling	Absent
S. Liner	Aye
M. Ramasamy	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:36 PM.

Respectfully Submitted,
S. Schroeck