

APPROVED



METROLINA REGIONAL  
**SCHOLARS**  
**ACADEMY**

## Metrolina Regional Scholars Academy

### Minutes

#### SA Monthly Board Meeting

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##### **Date and Time**

Monday April 24, 2023 at 6:30 PM

##### **Location**

You are invited to a Zoom webinar.

Topic: Scholars Academy Monthly Board Meetings

Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_tVP7q8nNR9O4LaIS1aV99g](https://us02web.zoom.us/webinar/register/WN_tVP7q8nNR9O4LaIS1aV99g)

After registering, you will receive a confirmation email containing information about joining the webinar.

You may also watch the meeting live via YouTube stream, at <rtmp://a.rtmp.youtube.com/live2>

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##### **Directors Present**

A. Farooqi (remote), A. Hall (remote), A. Starling (remote), C. Lewis (remote), D. Palmer (remote), E. Womer (remote), M. Pfaff (remote), N. Morrison (remote), W. Ning (remote)

##### **Directors Absent**

S. Dasu

##### **Guests Present**

Anne Mitchell (remote), Enrique Alvarez (remote), Kelly Smalenberger (remote), Rickey Landry (remote), T. Hemming (remote)

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##### **I. Opening Items**

**A. Record Attendance and Guests**

**B. Call the Meeting to Order**

C. Lewis called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Apr 24, 2023 at 6:33 PM.

**C. Read Mission Statement**

**D. Administrative Meeting Review**

**E. Approval of Prior Minutes 3/27/23**

W. Ning made a motion to approve the minutes from SA Monthly Board Meeting on 03-27-23.

A. Farooqi seconded the motion.

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

**Roll Call**

C. Lewis Aye

D. Palmer Aye

A. Starling Abstain

S. Dasu Aye

E. Womer Aye

A. Farooqi Absent

A. Hall Aye

W. Ning Aye

N. Morrison Aye

M. Pfaff Aye

**F. Approval of Prior Minutes - Special Meeting 4/6/23**

A. Farooqi made a motion to approve the minutes from Special Board Meeting on 04-06-23.

A. Hall seconded the motion.

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

**G. Adoption of the Agenda**

W. Ning made a motion to approve the agenda for 4/24/23 meeting.

E. Womer seconded the motion.

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

**II. Director's Report**

**A. General Items**

## Director's Report

- Budget process timeline:
  - March - initial budget developed based on projections using historical data
  - April - Finance committee discusses the budget proposal and finalizes draft for April Board meeting
  - May - Board votes on the final budget for the upcoming school year
  - June 30th - End of fiscal year
  - July 1 - New fiscal year begins and state planning numbers released
  - August/September - State and local revenue numbers are known based on ADM. First allotment dropped. Salary and benefits costs finalized.
- Budget priorities:
  - Additional teacher for middle school for additional students
  - Mental and physical health support
  - Continuation of bus transportation program
  - Years of experience step and pay increases for all staff
  - Project for an increase in health insurance and interest rates
  - Deferred building maintenance costs
  - Security upgrade costs
- Reviewed annual grant allowances
- Any contracts to be discussed in closed session
- Any personnel matters to be discussed in closed session

<https://docs.google.com/presentation/d/1dg8iRMDRaW0wET8UvRdP6s4CR0Wi9NSgasdFomYJ1Ao/edit?usp=sharing>

## III. Governance Committee

### A. Status Review

- Townhall on April 19th
  - "Ask the Board" form on school website
- 360 feedback ED Evaluation process underway - a third party to review staff and Board submissions and then will provide a report for review
- Board recruitment ongoing
- An employment contract will be discussed in closed (VOTE)

## IV. Policy Committee Updates

### A. Policy Updates

Committee updates:

- First read of the revised Gift Policy. Clarifies gifts to individual teachers and distinguishes gifts to the classroom
- Policies still under review this year: paid-time off and gift policy
- Policies adopted so far this year: staff teleworking (revised) and religious holiday (new)

## **V. Expansion Committee**

### **A. Status Review**

Scholars Academy will remain in our current facility for the 2023-24 school year. We are assessing ways to grow in our current location.

- Discussed architectural improvements
  - Gym
  - Adding classrooms

## **VI. Diversity, Equity & Inclusion Committee Updates**

### **A. Status Review**

- Shared update on the multi-cultural experience day on April 7th
- Review commitment to actions outlined in the DEI Action Plan

## **VII. Educational Excellence Committee Updates**

### **A. Status Review**

There was no committee meeting in April due to the spring break holiday.

## **VIII. Foundation**

### **A. Status Review**

Provide an update on this year's AGC trends and transportation program fund

- \$425,000 - \$435,000 Commitment
  - \$144,000 shortfall in pledges
  - Outreach campaign ongoing by parent ambassadors
- Transportation fund (\$74,250):
  - \$47,000 received
  - \$8,000 pledges pending
  - \$19,250 shortfall

## **IX. Whole Child Committee**

## A. Status Review

Next meeting May 5th

## X. Finance Committee Update

### A. Finance Recommendations

- Reviewed proposed 2023-24 budget
  - Estimate funding increases - 2% state and 1% local + ADM increase
  - Bus transportation program
    - PT bus drivers
    - 3 buses running AM + PM routes
    - Recommended family donation of \$300 per rider/year
- Discussed reinvesting maturing CDs and shifting \$750K more from cash to short-term CDs
- Discuss staff compensation in closed (VOTE)

## XI. Closed Session

### A. Closed Session

A. Farooqi made a motion to go into closed session.  
N. Morrison seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## XII. Closing Items

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

A. Farooqi made a motion to contingent approval of employment contract discussed in closed session.  
M. Pfaff seconded the motion.  
The board **VOTED** unanimously to approve the motion.  
D. Palmer made a motion to approve investing \$750K more from cash in short-term CDs.  
A. Starling seconded the motion.  
The board **VOTED** to approve the motion.  
D. Palmer made a motion to approve staff compensation recommended by the finance committee.  
A. Starling seconded the motion.  
The board **VOTED** to approve the motion.  
D. Palmer made a motion to approve the reinvestment of the three maturing CDs into 3 to 6-month CDs (\$750K total).  
A. Starling seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**B. Adjourn Meeting**

A. Starling made a motion to adjourn the meeting.

M. Pfaff 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,

D. Palmer