APPROVED

Metrolina Regional Scholars Academy

Minutes

SA Monthly Board Meeting

Date and Time
Monday April 29, 2024 at 6:30 PM

Location

When: Apr 29, 2024 06:30 PM Eastern Time (US and Canada)
Topic: Scholars Academy Monthly Board Meetings
Register in advance for this webinar:
https://us02web.zoom.us/webinar/register/WN_AQ5rD2t3RuSG7QSouNtQPQ

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 Metrolina Regional Scholars Academy - Charlotte - YouTube

Directors Present
A. Farooqi, A. Hall (remote), A. Starling, D. Palmer (remote), E. Alvarez, E. Womer, L. Lopez, M. Dixon, W. Ning

Directors Absent
None

Directors who left before the meeting adjourned
A. Hall

Ex Officio Members Present
A. Pieper, T. Hemming (remote)

Guests Present
Jackie Dandrea (remote), Laura Starling (remote), S. Dasu (remote), S. Liner (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Womer called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Apr 29, 2024 at 6:36 PM.

C. Read Mission Statement

M. Dixon read the mission statement.

D. Administrative Meeting Review

E. Womer read Zoom Meeting protocols.

E. Approval of Minutes of March Board Meeting - 3/25/24

E. Alvarez made a motion to approve the minutes from SA Monthly Board Meeting on 03-25-24.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.

F. Adoption of the Agenda

M. Dixon made a motion to approve the Agenda for 4/29/2024.
W. Ning seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi made a motion to amend the agenda to remove voting of Acadia Contract and Renewal Contracts.
E. Alvarez seconded the motion.
The board **VOTED** to approve the motion.

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

A. Community Comments - guidelines

No community comments

III. Director's Report

A. General Report

Director's Report is linked here:

https://docs.google.com/presentation/d/10-uxwcfKZPy2RDaAZEygxgVkRbQpFChXpoXMXRn2O8w/edit?usp=sharing

A. Farooqi made a motion to approve the Scribbles contract for admissions management as presented by ED.
E. Alvarez seconded the motion.
The board **VOTED** to approve the motion.

B. 2024/2025 Teacher/Staff Slate

Discussed during closed meeting
M. Dixon made a motion to approve the 2024-2025 teacher/staff slate as presented by ED in Closed meeting.
E. Alvarez seconded the motion.
The board **VOTED** to approve the motion.

C. Renewal Contracts

No voting required.
Agenda amended.

IV. Governance Committee

A. Executive Director Search Update

- Several candidates (8 active candidates) at various points in the interview process
- The target is to have a recommendation by the next Board meeting
- Also, establishing a contingency plan in case the desired overlap between new ED and current ED is not feasible
- There were 46 received resumes received; 12 were qualified to enter the initial screening
- Closed the application process on Indeed (Opened up Indeed later in the process) but it's still in School Website and NC Schools platform

B. Updates

- Townhall held on April 16th - 86 Registrants; 48 unique viewers
- For next year's Townhall, try to invite people in person
    - Some ideas suggested to provide food / prizes

- Board members needed for next year
- Meetings for next two Board Meetings have been moved to third Monday of the month
- Need availability from Board Members for Candidate interviews

V. Whole Child Committee

A. Update - Strategic Plan & Annual Calendar

- Second tab of Annual Calendar was discussed: https://app2.boardontrack.com/org/v9ldiV/attachment/download/322994

VI. FAST Committee

A. Contract for Security Cameras

- Improvements for doors; below budget threshold so no approval needed
- Plan to install 29 security cameras inside (hallways) and outside
  - Will need contract approval
  - $70K budget was already approved in Security budget allocation for 2023-2024
  - Plan to install over the summer
  - Approx. $60 mo for monitoring and saving about 30 days of recording; this will
- Same company will install intercom system to improve existing system not currently working properly

A. Starling made a motion to approve the Sonitrol contract to purchase and install security cameras, doors and intercom equipment as presented by FAST committee.
D. Palmer seconded the motion.
The board **VOTED** to approve the motion.

B. Contract for Desks

- Desks for Middle School students and library furniture
- $50K approved in budget
- Contract will need approval

E. Alvarez made a motion to approve contract to purchase desks for Middle School students and library furniture as presented by FAST committee.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

C. Contract for Staff Laptops

- Contract approval for staff and student chromebooks

• $20K already approved in budget for 2023-2024

E. Alvarez made a motion to approve contract to purchase for staff and student chromebook as presented by FAST committee.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

VII. Policy Committee

A. Update

Policy content evaluation:
• Identify the problem/conduct/actionable goal or change that the policy targets or influences.
• What are the core components and implementation requirements of the policy?
• Does the policy articulate the mechanism for monitoring implementation?
• Does the policy identify indicators for assessing program success/problem resolution?
• How is the content of the policy similar to or different from that of other policies?
Improving policy implementation and future policy development:
• What is the context of the policy's development and passage?
• Is there a basis of evidence in support of the policy's strategy?
• Is there an unexpected impact of the policy?

• **Policy Update**:

A. Parents' Bill of Rights:
• First Read 3/25/24.
• Vote 4/29/24.
• The statute requires that a Parent's Guide to Student Achievement is provided to parents, students, and school personnel no later than the first day of school after January 1, 2024. Based on school calendars across the state, the first day of school is in August for traditional calendars and July for year-round calendars.
• NCDPI May 15,2024 Reporting Form expected to support completion prior to the end of the school year.

B. Policy Manual (WEBSITE CLEAN UP)
1) The Policy Committee will update the Policy Manual table of contents as currently published on the website to reflect amendments and new adoptions.
2) The Policy Committee will update Policy - 1.1 "MISSION OF SCHOLARS ACADEMY" as currently published in the policy manual on the website to reflect the new Mission statement, which was Approved June 28, 2021.
3) The Policy Committee will uppdate the Policy Manual, "Table of Contents" as currently published on the website to reflect new adoptions and amendments.

4) Recommend a vote to delete policy - 4.7 "EMPLOYEE DISCIPLINE AND NON-RENEWAL," which was adopted February 29, 2016. Upon the recommendations of counsel, Lisa Gordon Stella, and because the language is inaccurate. The Non-renewal subject matter has been superseded by the contents of the amended policy - 4.3 "EMPLOYMENT POLICY," which was adopted February 22, 2021.
5) Recommend a vote to delete policy - 4.4 "RECRUITMENT AND SELECTION," adopted January 26, 2016 as the terms have been incorporated into policy - 4.3 "EMPLOYMENT POLICY," which was adopted February 22, 2021.
M. Dixon made a motion to approve the Parent's Guide to Student Achievement as presented by the Policy Committee.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

VIII. Foundation

A. Update

- Annual Giving Fund (AGF) Pledge as of tonight ~$160K in outstanding pledges with 72 families pending
- As of April 19th, total AGF amount including outstanding pledges $471,726
- Family participation went up by 1.5% from current families, 6% up from new families
- Bus donation: Total ~$31K, with $600 in outstanding pledges with 70 families supporting

IX. Finance Committee

A. Review proposed 2024-25 budget

Key points impacting budget for next year 2024-2025

- State/country revenue +3%
- Teacher pay increase per CMS/State pay scale
- Adding a part time nurse / front desk
- Adding school counselor
- Health Insurance expenses + 10% +$34K
- Removed bus transportation fund revenue $99K
- Foundation independence - aligning Foundation revenues and expenses within the Foundation (I.e., Foundation employee paid for within the foundation not by reimbursement from the school)
- Removal of over $430K of NC Access grants (budget neutral)

B. Year End Bonuses

- The finance committee is recommending to pay year end bonuses as follows:

    - $2,000 for teaching assistants
    - $1,500 part time
    - $2,500 full time
    - $3,000 Admin
  - The total is $118,750
  - Need approval for a budget adjustment to pay the bonuses

A. Farooqi made a motion to approve staff and teachers year end bonuses as proposed by Finance Committee.
A. Starling seconded the motion.
The board **VOTED** to approve the motion.

C. Acadia Contract

Not ready for voting
A. Hall left at 8:00 PM.

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

A. Community Comments

No community comments at this time
A. Farooqi made a motion to move to Closed Meeting.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.

XI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:55 PM.

Respectfully Submitted,
L. Lopez

Documents used during the meeting

- Metrolina Regional Scholard Academy_Scribbles_Order Form_Agreement MAY 2024.pdf
- Whole Child - Strategic Plan & Annual Calendar.pdf
- EMPLOYMENT POLICY CHANGES 042924.pdf