APPROVED

Metrolina Regional Scholars Academy

Minutes

SA Monthly Board Meeting

Date and Time
Monday May 20, 2024 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_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. Starling, D. Palmer, E. Alvarez, E. Womer, L. Lopez, M. Dixon, W. Ning

Directors Absent
A. Hall

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

Guests Present

Jackie D'Andrea (remote), Julie Doll (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 May 20, 2024 at 6:30 PM.

C. Read Mission Statement

E. Womer read the mission statement

D. Administrative Meeting Review

E. Womer read the webinar instructions

E. Approval of Minutes of March Board Meeting - 4/29/24

E. Alvarez made a motion to approve the minutes from SA Monthly Board Meeting on 04-29-24.
D. Palmer seconded the motion.
The board **VOTED** to approve the motion.

F. Adoption of the Agenda

D. Palmer made a motion to approve meeting agenda as presented by Board Chair.
A. Farooqi 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

Executive Directors Report:
https://docs.google.com/presentation/d/1Su1Z8RzG9SyWAEWIPgnuJBCv4BGTDP7VqNg0BVVEoRA/edit?usp=sharing

Upcoming events:

- New Scholars Day - May 22nd (for new students to experience Scholars Academy)
- EOG/EOC testing begins - May 24th
- 5th/6th grade Dance - May 31st
- 5th-8th Makeup Water Day - Jun 3rd (no games portion possible)
- Awards Ceremonies - Jun 4th (during the day, parents will be invited)
- Yearbook Distribution - Jun 4th
- Scholars in the Spotlight - Jun 5th (for kids only, not parents, lots of kids trying out)
- 8th Grade Graduation- Jun 5th (at 6pm)
- Wellness Fair - Jun 6th (8th graders run the station)
- Last Day of School - Jun 7th
- Report Cards sent home - Jun 13th

A. Farooqi made a motion to approve the two changes to the teacher slate as recommended by the ED in closed meeting.
E. Alvarez seconded the motion.
The board **VOTED** to approve the motion.

IV. Governance Committee

A. Executive Director Search Update

- Currently, 3 candidates in pipeline (already had all levels of interviews) and 1 more this week

B. New Temporary Position - Transition Assistance

- 3 month position - July 1st to September 30th
- ED role at 60%

M. Dixon made a motion to approve temporary position for ED Transition Advisor as recommended by the Governance Committee.
E. Alvarez seconded the motion.
The board **VOTED** to approve the motion.

V. 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 update the Policy Manual, "Table of Contents" as currently published on the website to reflect, removals, 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. VOTE 5/20/24
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. VOTE 5/20/24
6) Recommend the amendment of Policy 2.10 to allow for publishing required information on the school website and in the Parent Student Handbook. VOTE 5/20/24
7) Recommend the amendment of Policy 2.15 to incorporate Excessive Absences. VOTE 5/20/24
8) Recommend the amendment of Policy 1.6 to incorporate additional statutory language. VOTE 5/20/24
A. Farooqi made a motion 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.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi made a motion 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. VOTE 5/20/24.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi made a motion to amend Policy 2.10 to allow for publishing required information on the school website and in the Parent Student Handbook as recommended by the Policy Committee.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi made a motion to amend Policy 2.15 to incorporate Excessive Absences as per recommended by Policy Committee.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi made a motion to amend Policy 1.6 to incorporate additional statutory language as recommended by Policy Committee.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.

VI. Foundation

A. Update

- 2023-2024 AGC status as of 05.20.24
  AGC financial goal of $455,000
- Donations received: $403.979, $51,000 short of financial goal YTD
- Pledges pending:$ 7,992, $18,472 in outstanding pledge write-offs
- Match gift pledges pending: $ 17,319, $19,528 in outstanding match gift pledge
- Total donations & pending: $429,290, $26,000 short IF 100% pending pledges fulfilled
- Returning families: 72%, decrease of 11% based on 20 write-offs
- New families: 76%, decrease of 8% based on 3 write-offs

B. New Position - Foundation Director

- Job description was drafted

VII. Finance Committee

A.

Approve 2024-25 budget

- Minor changes since last reviewed
- New budget includes a few new positions (I.e., Wellness coordinator, part-time counselor, etc.)
- Bus Transportation looks like a decrease in projected expense but it's really inflated current expenses in 2023-2024 due to restricted funds that had to be used and bus accidents that were reimbursed by insurance.
- Projected revenue $4.9 M
- Projected expenses is $4.4 M
- Projected surplus for the year $471K, assuming AGC $455K, $17K without AGC
- Projected accumulated surplus $2.3M (including previous years balance in Foundation)
- This includes Foundation personnel and new temporary position for ED Advisor

D. Palmer made a motion to approve budget for 2024-2025 as presented by Finance Committee.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

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

A. Community Comments

No community comments
D. Palmer made a motion to move to closed meeting.
W. Ning seconded the motion.
The board **VOTED** to approve the motion.

IX. 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 9:22 PM.

Respectfully Submitted,
L. Lopez

Documents used during the meeting

- 2.15-Attendance-Policy-and-Ten-Day-Rule_11-27-17_Final.pdf
- 2.10-Policy-Governing-Information-Regarding-Specified-Health-Conditions_3-21-16_Final.pdf

- 1.6-BOD-Meetings-and-Minutes_03-26-18_Final.pdf
- Amend_2-15_Attendance-Ten-Day_Excessive Absence.pdf
- Amend_2-10_Policy-Governing-Information-Regarding-Specified-Health-Conditions.pdf
- Amend_1-6_Board-of-Directors-Meetings-and-Minutes.pdf
- Foundation Director Job Description Draft.docx