APPROVED

Metrolina Regional Scholars Academy

Minutes

SA Monthly Board Meeting

Date and Time
Monday June 17, 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:
Scholars Academy Monthly Board Meeting - Zoom Webinar Registration

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 (remote), A. Hall (remote), A. Starling, D. Palmer, E. Womer, L. Lopez, M. Dixon

Directors Absent
E. Alvarez, W. Ning

Directors who arrived after the meeting opened
A. Hall

Directors who left before the meeting adjourned
A. Farooqi, A. Hall

Ex Officio Members Present
A. Pieper

Guests Present
Chad Carper, S. Liner

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 Jun 17, 2024 at 6:36 PM.

C. Read Mission Statement

A. Farooqi read the mission statement

D. Administrative Meeting Review

E. Womer read the webinar instructions

E. Approval of Minutes of May Board Meeting - 5/20/24

A. Farooqi made a motion to approve the minutes from SA Monthly Board Meeting on 05-20-24.
A. Starling seconded the motion.
The board **VOTED** to approve the motion.

F. Approval of Minutes of Special Board Meeting - 5/23/24

A. Farooqi made a motion to approve the minutes from Scholars Academy - Special Meeting of the Board of Directors on 05-23-24.
D. Palmer seconded the motion.
The board **VOTED** to approve the motion.

G. Approval of Minutes of Emergency Special Board Meeting - 6/4/24

D. Palmer made a motion to approve the minutes from Emergency Special Board Meeting on 06-04-24.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

H. Adoption of the Agenda

D. Palmer made a motion to approve the agenda.
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

A. Hall arrived at 6:49 PM.
Annual Tasks

- Bus registration - completed bus lottery and registration process, overwhelming demand
- Summer camps - expanded summer camps starting in a few weeks
- Updates to Safety and Mental Health plans - safety procedures getting an update this year as a result of the security assessment
- SEL program updates - new part-time counselor will enable to do other things
- Yearly professional development and academic planning - staff development
- Student/Staff Handbooks - significant update for attendance procedure and policies (excused/non excused going down from 20 to 15)
- Schedules, duty rosters, class lists, event planning - getting ready for new school year
- Student enrollment and HS transfers - new kindergartners and 8th graders
- Finish staffing - some open positions to be filled, some contract extensions
- Order instructional materials - Starting on July 1st (new fiscal year) will be ordering books/workbooks
- State/Federal compliance reports - required reports, currently working on inventory of digital (I.e., computers, sizes, etc.) and library material (number of books, age of books, etc.)
- Academic data analysis - improved data analysis available from DPI (testing data, demographics)

Summer Tasks

- Infinite Campus migration and training - Student information system, Power school, migrating to Infinite Campus (student info, grades, staff info, etc.)
- HR and Finance procedure manuals - getting completed
- Plan implementation of new health standards - new standards for Middle Schoolers (I.e., puberty)

- Security system installation - wiring almost done, computers and system to be set on; film on doors
- Mural installation - art work done by Ms. Norris
- Complete requirements for charter renewal - make updates for curriculum; targeting updates to be completed by Board Retreat
- AI Roadmap - Policies and procedures around AI
- Acceptable Use Policy updates - updates will be available in August for Board Retreat

IV. Governance Committee

A. New Executive Director Appointed

- Welcomed Chad Carper, new Executive Director

B. Board Member Appointments for Next Term

Renewing for second 3-year term:

- Alison Hall
- Weiyi Ning
- Erica Womer

C. Officer Appointments for Next Year

- Chair - Dominique Palmer
- Vice-Chair - Enrique Alvarez
- Treasurer - Adam Starling
- Secretary - Open

A. Farooqi made a motion to approve the appointment of the officers as presented by Governance Committtee.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.

V. FAST Committee

A. Updates

- The screening was completed
- The video and the camera work is ongoing, and it's going to be completed shortly
- The roundabout is gone
- No updates on finding legal counsel to look at the contract but that is work in progress

VI. Policy Committee

A. Update

Policy updates on Parent Student Rights not yet available

VII. Foundation

A. Update

- $431K received for Annual Giving Fund
- $20K (approx.) still pending
- $451K total Annual Giving Fund, including pending pledges
- Family participation YTD 78% (which is in line with prior years)
- Write offs $39K
- $33,500 total received for Bus fund
- A. Farooqi will be retiring from this Board position

VIII. Finance Committee

A. ALT HR Statement of Work - 2024-2025 School Year

- **Vote**: ALT HR Contract is proposed for renewal - no change in terms or price ($10,500 / year)

A. Farooqi made a motion to approve ALT HR Contract as proposed by Finance Committee.
D. Palmer seconded the motion.
The board **VOTED** to approve the motion.

B. Blue Cross / Blue Shield Contract

A. Farooqi made a motion to amend the agenda to include Blue Cross/Blue Shield Renewal.
D. Palmer seconded the motion.
The board **VOTED** to approve the motion.

- **Vote**: Blue Cross / Blue Shield for employee insurance package - recommending to renew, no significant changes in cost and within budget; includes health insurance, dental, vision, short-term disability, voluntary long-term disability.

D. Palmer made a motion to approve the Blue Cross / Blue Shield contract renewal as proposed by Finance comittee.
A. Farooqi seconded the motion.
The board **VOTED** to approve the motion.

C. Financial Snapshot

- Surplus for current year expect to end around $105K with some pencil adjustments
- $135K came directly to School, remaining $320K went to Foundation for AGF
- Fund Balance: began at $4.2 M and ending at $2.3 M after paying off mortgage; adding surplus will totaled $2.4 M. Adding the amount that went to Foundation get $3.1 M of school and Foundation savings combined.
- Ending the year in a strong position

D. Finance Committee Updates

- NC Access grant expires at the end of year - School will be able to spend all funds
- Gaggle software will be covered by State funds
- Annual Audit will start early next year - need to ensured documentation is ready
- CD Portfolio (3 CDs in 6 mo ladders) will continue to use and rollover, as needed

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

A. Community Comments

- Sabrina expressed her gratitude to Ms. Piper

X. Closed Session

A. Confidential personnel matters

A. Farooqi made a motion to move to closed session.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
A. Farooqi left at 8:25 PM.
A. Hall left.

XI. Vote on Items Discussed in Closed

A. Votes

D. Palmer made a motion to approve amendment to employment contract as discussed in closed.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
D. Palmer made a motion to approve employment decision as discussed in closed.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.
D. Palmer made a motion to approve Board appointments as discussed in closed.
M. Dixon seconded the motion.
The board **VOTED** to approve the motion.

XII. Closing Items

A. Adjourn Meeting

D. Palmer made a motion to adjourn meeting.
M. Dixon seconded the motion.
The board **VOTED** 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 8:48 PM.

Respectfully Submitted,
L. Lopez

Documents used during the meeting

None