APPROVED

Metrolina Regional Scholars Academy

Minutes

SA Monthly Board Meeting (Open Session)

Date and Time
Monday October 27, 2025 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_cPY29Te6TZmwinl_7Qiiqg

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. Hall (remote), D. Palmer, D. Tijerina, E. Alvarez, E. Womer, K. Becnel (remote), L. Lopez, M. Dixon (remote), X. Dong (remote)

Directors Absent
None

Ex Officio Members Present
J. Cuneo (remote)

Guests Present
D. Delp (remote), Mel Ahlers (remote)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Alvarez called a meeting of the board of directors of Metrolina Regional Scholars Academy to order on Monday Oct 27, 2025 at 6:37 PM.

C. Read Mission Statement

Metrolina Regional Scholars Academy provides a differentiated, challenging, and equitable learning environment that supports the distinctive intellectual, social, and emotional needs of highly gifted children from diverse backgrounds and enables them to form meaningful relationships with their intellectual peers.

Read by Erica Womer.

D. Administrative Meeting Review

E. Approval of Minutes of Previous Board Meetings

D. Palmer made a motion to approve the minutes from SA Monthly Board Meeting (Open Session) on 09-22-25.
E. Womer seconded the motion.
The board **VOTED** to approve the motion.

F. Adoption of the Agenda

D. Palmer made a motion to adopt the agenda.
D. Tijerina seconded the motion.
The board **VOTED** to approve the motion.

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

A. Community Comments - guidelines

Enrique Alvarez outlined the guidelines. No community comments.

III. Director's Report

A.

General Report

Admissions Marketing Plan

- We are advertising on our school website and social media sources.
- Tuesday School Tours resumed last week, led by the 8th-grade student leadership team. At the conclusion, Mrs. Cueno and Mrs. Miller facilitate an information session in the library.

- Dates for in-person sessions:
  Oct. 21, 28
  Nov. 18
  Dec. 2
  Jan. 13

- Virtual sessions:
  Nov. 4
  Dec. 9

Teacher Evaluation Plan

- Mrs. Delp and Mrs. Cuneo are in the process of conducting teacher evaluations and are on track to complete the first round by the end of this month. We are using the North Carolina teacher evaluation rubrics:
  - https://policies.ncdhhs.gov/wp-content/uploads/Teacher-Certification-Rubric-for-Evalu
    ating-NC-Teachers.pdf
- Teachers fall into one of three categories:
  - Comprehensive: (4): 3 formal by principal and 1 formal by peer-Beginning teachers
    (within first 3 years), Teachers new to SA
  - Standard: (3): 1 formal by principal; 2 abbreviated by principal-Teachers in their renewal
    year
  - Abbreviated: (2) 2 observations using only standards 1 and 4-Experienced teachers (4+
    years), teachers who have been at SA for at least 1 year
- We conduct a pre-conference, observation, and post-conference. In addition, teachers complete a professional development plan:
  https://docs.google.com/document/d/1ej3LKIbfVOkGqZh0r3lOiamDrq8OibHMHS02nnGIM_M/edit?usp=sharing
- This is reviewed with teachers, and requested training, materials, or funding are approved.
- A summative evaluation meeting is held in the spring, where data from the year is

reviewed and professional development goals are addressed. This will align with contract renewals for the 26-27 school year.

- In addition, the admin visits classrooms regularly for short periods of time throughout the
  school year. These times are tracked, and feedback is shared with teachers as needed.
  Support staff will complete a mid-year review and a summative review based on structured rubrics outlining their role/responsibilities.

IV. Governance Committee

A. Governance Updates

Governance Updates

1. Reviewed and finalized the board's annual calendar of activities to ensure the Board's duties remain on track.
2. Discussed key hallmarks of Board's by-laws that require update vs. those sent by counsel and agreed to continue to review such in the following Governance and Policy Committee.
3. Agreed to purchase new Parent/Student handbook and Code of Conduct from counsel in light of going updates (i.e. cellphones, Title IX, Bullying and Code) to which we may require re-adopt for current school year.

B. Personnel and Staff

Various personnel matters and one employee contract to be discussed in closed.
D. Palmer made a motion to approve the employment contract as presented by the Executive Director in closed.
D. Tijerina seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Board Recruitment

- 2025-2026: 1 opening (currently at 9 board members, looking to get to 10)
- 2026-2027: 3 openings and 1 potential opening (all of which are uncommitted as of yet to renew for a 2nd term or add new time)
- Staff and Parents are encouraged to talk to those they think would be a good fit for the Board
- Board Nomination Website

- Board Nomination Form

D. New Staff

Approve the new hire recommendation as presented by the Executive Director during closed session.

V. Finance Committee

A. Financial Updates

- 403b Plan Status: Pending Policy update; gathering information (i.e., min people in plan) to finalize changes with TIAA.
- Tax Preparation 5500 Status (Due 10/15/2025) - Submitted by deadline.
- Audit report update (Due 10/28/2025) - The State provided an extension for all schools to 11/28/25
    - https://www.nctreasurer.gov/blog/2024/12/20/fy2025-audit-due-dates
- September 2025 Financial Statements, Budget vs. Actuals (see attached).
- CD Ladder Update - One CD is expiring on 10/30/2025, and Heather is working on getting it reinvested.
- Reviewed budget amendments (see attached) - Needs Board Approval.

Proposed Budget Amendments for 10-27-25 board meeting.pdf
MRSA - Financial Stmts (Sep 2025).pdf

B. VOTE: Approval of updated School Budget

D. Palmer made a motion to Approve the budget amendment as recommended by the Finance Committee.
E. Womer seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. VOTE: CD Ladder process for the Year

E. Womer made a motion to Approve the renewal of expiring CDs per the ladder discussed and proposed by the Finance Committee through August 2026.
D. Tijerina seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. FAST Committee

A. FAST Updates

- The fence works well; one small gate needs to be installed.
- HVAC works well.
- Need to double the size of the sidewalk for safety.
- The school alarm system doesn't work well. Ms. Cuneo is working on it.

- Ms. Ellington is looking into options for a PA system, including multiple price points.
- Exploring the option to add speed bumps on 77 Center Drive or make a school zone.

VII. Policy Committee

A. SECOND REVIEW

- Reviewed the Wireless Communication Policy.(3.4B) Once approved, send to the Department of Public Instruction.
- Policy 4.9 Retirement Withdrawal AMEND
- VOTE October Meeting
    - Last Amendment to Policy 2008
    - {TIAA - CREFF} 403B (a retirement savings plan for employees of public school systems and certain tax-exempt organizations)
    - Permits considering strategies to reduce the participant count.
    - Former employee shall have access to their account to initiate a rollover to another retirement account or request a distribution.

3.4b-Wireless_Communication_Device_Policy10-27-25_DRAFT.pdf
4.9-Retirement-Withdrawal_102725_DRAFT.pdf
M. Dixon made a motion to Approve the Wireless Communication Policy as presented by the Policy Committee.
E. Womer seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Dixon made a motion to Amend Policy 4.9 to include the Retirement Withdrawal updates as recommended by the Policy Committee.
D. Tijerina seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Committee Work on Policy Updates

- The committee will review and propose an update to the Board's by-laws to reflect the latest regulatory developments as per advice from counsel.
- The committee will look into incorporating AI within the Acceptable Use Policy.
    - ED has shared sample AI Policies for review.
    - CMS 2025-2026 Initiative: http://cmsk12.org/ai
- Counsel shared materials for a review and update to the Student Code of Conduct.
- The committee will continue to develop best practices for efficiently publishing policies once the Board has approved them.
- The next Policy Committee meeting will be on Tuesday, October 28th.

VIII. Educational Excellence Committee

A.

Educational Excellence Committee Updates

Educational Excellence Committee Updates

- Next Meeting December 9th, 2025 (8:15)
- Parent Survey closed August 22, 2025 (127 families responded)
    - Every grade was represented, with the largest percentage from the 3rd grade
    - Families overwhelmingly value our academic excellence, fabulous teaching staff, advanced curriculum, and gifted focus.
    - Desire for renewed innovation with enrichment programs and integrating modern/technological skills.
    - Desire for more consistency and clarity in the SEL program.
- Required Computer Science is up and running

IX. DEI

A. DEI Updates

- Next meeting is on Friday, November 14th at 8:15 am.
- EDS Package--collect information on what is needed via Google Form (transportation, lunch, field trip funds, etc). Creation and distribution of form to be discussed at our next meeting.
- Exploring ways that we can support the community during this period of reduced subsidies and government-funded programs, such as SNAP.
- Keeping up to date with legislation in process concerning books and media--ongoing.
- Calendar review--religious calendar and school events calendar sent to PTO.

X. Whole Child

A. Whole Child Updates

- Awards & Assemblies on hold.
- Reassess school-wide SEL programming.
- Working on a strategic goal focuses on SEL & the whole child.
- The next meeting is on Monday, December 1st.

XI. Foundation

A. Foundation Update

- AGC is underway.
- This is the last week of the Grade Pledge Challenge.

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

A. Community Comments

No community comments.

XIII. Closed Session

A. Vote to go into Closed Session

E. Womer made a motion to go into Closed Session.
D. Tijerina seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIV. Closing Items

A. Adjourn Meeting

D. Palmer made a motion to Adjourn the meeting.
E. Womer 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 8:00 PM.

Respectfully Submitted,
D. Palmer