## LHU Board of Directors Special Meeting

**August 3, 2022 5:00 PM**

**Sterling Montessori Academy and Charter School**

**202 Treybrooke Drive, Morrisville, NC 27560**

**Virtual via Google Meet**

### 1. COMMENCEMENT

#### Call to Order and Board Attendance w/Determination of Quorum At 5:03pm

##### Quorum Present with following Board Members in Attendance:

| **Name** | **Present** |  | **Name** | **Present** |  | **Name** | **Present** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  | Kevin Hughes | X |  | Kari Schwab | X |
| Kim Elliott | X |  | Wallace Lewis |  |  | Elizabeth Uzzell | X |
| Leslie Hamilton | X |  | Chris Morton | X |  | Robert Wolfe | X |
| Ryan Hill | X |  | Rachel Richardson |  |  | Lan Zhu | X |

##### Reading of Mission Statement:

*“The mission of Sterling Montessori is to create a diverse educational community, grounded in the Montessori philosophy and teaching practices, that fosters curiosity, creativity, and critical thinking in its students. We strive to empower each student to become life-long learners who respect themselves, others, and their environment.”*

#### Conflict of Interest Statement

*“LHU Board members acknowledge their duty to avoid conflicts of interest and appearances of conflicts of interest. At this time, we ask all board members if they know of any conflict of interest or any appearance of conflict with respect to any matters coming before them during this meeting to please make a statement to be recorded in the minutes. In addition, if, during the meeting members become aware of an actual or apparent conflict of interest, please bring the matter to the attention of the Chair. It is up to each board member to exercise their duty to abstain from participating in discussion and from voting on such matters.”*

#### Special Meeting Agenda

* *Approval of Hires*
* *Discussion of after care*
* *Approval of hire and personnel related matters per NCGS: To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)].*

### 2. APPROVAL OF CONSENT ITEMS

**Consent Item – Approval of Agenda**

At 5:10p, Elizabeth Uzzell moved to approve the agenda. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson |  |  |  |  | Lan Zhu | X |  |  |

### 3. CLOSED SESSION

**Enter Closed Session**

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)].

At 5:11p, Elizabeth Uzzell moved to enter closed session per NCGS [N.C.G.S. § 143-318.11(a)(6)]. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson |  |  |  |  | Lan Zhu | X |  |  |

\* Board Member Rachel Richardson joined

**Return to Open Session**

At 5:25p, Elizabeth Uzzell moved to return to open session. No action taken. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

### 4. APPROVAL OF CONSENT ITEMS

**Consent Item – Approval of Hires**

At 5:28p, Elizabeth Uzzell moved to approve the personnel changes as noted below and discussed in closed session. Approved

| **Full Name** | **Classroom/Section** | **Position (Year)** | **Action / Change** | **Note** |
| --- | --- | --- | --- | --- |
| Anshu Jain | B4 | Teacher Assistant | Hire |  |
| Kelly Pasquarella | EC | Behavioral Assistant Support | Hire |  |
| Aushequa Harris | Admin | Office Manager | Hire |  |
| Teresa Pollock | EC | EC Teacher | Hire |  |
| Martyna Kowalska | D14 | Teacher Assistant | Hire |  |

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

### 5. DISCUSSION ITEMS

**Discussion Item -** Annual contract review w/contractors

* Need mechanism in place for annual increases in pay
* 2 items of discussion:
  + 1. Pay for upcoming school year (2022-2023)
  + 2. Automatic annual pay % increase?
* Next steps: approve next year’s contract at this meeting and take other item to policy committee
  + For next policy committee meeting - which contracts need to be approved, what can be delegated to ED

**Consent Item - Renewal of Contractor Contracts**

At 5:43p, Elizabeth Uzzell moved to approve the contracts for Betty and Dennis, effective July 1, 2022 including a 4.4% increase.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

**Discussion Item -** After Care

* Currently low numbers for kids registered Grades 1-8 but generally expect that number to be higher as no aftercare announcement has been made for school year, was available online
  + Currently do not have staff to handle the expected levels for after care for Grades 1-8
* Children’s house after care is fully staffed
* Discussion around modifying the payscale for aftercare staff to attract more applicants
* Seeking approval today to increase the hourly rate in hopes of attracting applicants

**Consent Item - Increase in After Care Pay**

At 6:27p, Elizabeth Uzzell moved to approve the starting pay for after care staff @$16/hr effective for incoming and current staff or applicable percentage increase for current staff.

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

### 6. CLOSED SESSION

**Enter Closed Session**

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or prospective public officer or employee [N.C.G.S. § 143-318.11(a)(6)].

At 6:32p, Elizabeth Uzzell moved to enter closed session per [N.C.G.S. § 143-318.11(a)(6)]. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

**Return to Open Session**

At 8:00p, Elizabeth Uzzell moved to return to open session. No action taken. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

### 7. ADJOURNMENT

At 8:04p, Elizabeth Uzzell moved to adjourn. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab | X |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis |  |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

**Attendance:**

| **Full Name** | **First Seen** | **Time in Call** |
| --- | --- | --- |
| **Chris Morton** | **8/3/2022 4:56** | **3:06:50** |
| **Denise Kimball** | **8/3/2022 4:56** | **0:48:42** |
| **Elizabeth Uzzell** | **8/3/2022 4:56** | **3:07:46** |
| **Kari Schwab** | **8/3/2022 5:00** | **3:02:58** |
| **Katie Brown** | **8/3/2022 4:59** | **3:05:03** |
| **Kevin Hughes** | **8/3/2022 4:56** | **3:08:32** |
| **Kim Elliott** | **8/3/2022 5:01** | **3:03:24** |
| **Lan Zhu** | **8/3/2022 4:58** | **3:05:49** |
| **Leslie Hamilton** | **8/3/2022 4:57** | **3:07:30** |
| **Maureen Capillo** | **8/3/2022 4:59** | **3:05:18** |
| **Rachel Richardson** | **8/3/2022 5:17** | **2:46:37** |
| **Robert Wolfe** | **8/3/2022 4:56** | **3:08:32** |
| **Ryan Hill** | **8/3/2022 4:56** | **3:08:38** |