## LHU Board of Directors Regular Meeting

**March 22, 2023 6:30 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 6:32pm

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

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

*“At this time, we ask all board members to make a statement to be recorded in the minutes should they know of any conflict of interest or appearance of conflict with respect to any matters coming before them during this meeting. It is the duty of each board member to abstain from discussion and voting on such matters.”*

#### Native Land Acknowledgement

*“The LHU Board recognizes that Sterling Montessori sits on the ancestral land of the Tuscarora, Lumbee and Occaneechi Band of the Saponi Tribes. As we strive to become better stewards of the environment, we also strive to provide a more equitable and culturally responsive environment for all students, but especially Black and indigenous students of color.”*

#### Agenda Items:

*Including any related consent agenda items or discussion items added to agenda prior to consent vote.*

* 2023-2024 budget
* 2023 summer camp
* 2022-2023 school year surplus spend
* AMS conference debrief
* LHU Board retreat debrief

**Approval of Agenda**

At 6:36p, Elizabeth Uzzell moved to approve the agenda. Approved

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

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### 2. REPORTS AND PRESENTATIONS

*Please hold community comments until the end of ALL presentations. Board members may ask clarifying questions at this time of the presenter. Any board member may move to refer further discussion or other action back to the committee, with a vote.*

#### Executive Director’s Report – Maureen Capillo

* 63 of the 64 seats have accepted their Kindergarten spots from the Charter Lottery
  + Historically, administration holds a few spots in Kindergarten for potential new staff
  + Hoping to call off wait list in June/July
* Successful blood drive, a few parent events
* Middle school dance is this coming Friday
* DPI ESSR audit on April 13 - will provide update at next Board meeting
* Communication for Rise Up nights will go out this week - striving for 100% participation
* Officially shifting landscaping companies - will provide updates/details at next Finance meeting

#### Finance Committee Report

#### Covered 2023-2024 budget at Board Retreat

* Discussion around surplus spending and process - Board to approve general buckets based on list

#### DEI Committee Report - Kim Elliott

#### No meeting this month

#### Strategic Planning Committee Report - Ryan Hill

#### No meeting this month

#### Communications Committee Report - Leslie Hamilton

* No meeting this month

#### Development Committee Report – Robert Wolfe

#### Preparation for discussion at the Board Retreat

#### Governance Committee - Chris Morton

* Decided not to pursue nomination of another board member
* Discussed dissolving the technology committee; still some work that needs to be done before formally proposing to dissolve the committee
* Board member Katie has expressed interest in being the next Governance chair
* Next governance meeting - discuss giving the ED the power to make job offers for positions already approved. Will also need the help of Policy committee to draft the policy. Board will still have to vote on the summary of new hires provided by the ED during the monthly Board meeting.
* Upcoming governance meeting will need to be rescheduled due to Spring Break

#### Technology Committee Report - Chris Morton

#### No meeting this month

#### Policy Committee Report - Kevin Hughes

* No action coming out of it
* Next policy meeting is rescheduled to April 6 at 12pm

#### Community Comments (3 minute time limit)

*The Board Secretary will record names of speakers with a brief summary of comments. The board will not directly respond to any comments during this time. Please provide contact information to president@lhuf.org allow for follow-up by the appropriate officer or committee chair. Formal comments may be emailed to* [*president@lhuf.org*](mailto:president@lhuf.org) *ahead of any regular meeting to be considered for agenda/discussion.*

* None

### 3. APPROVAL OF CONSENT AGENDA

*Consent agenda items are non-controversial items unanimously recommended for approval by all involved parties and have already been reviewed by the board and Executive Director. Any board members or the Executive Director may request to pull items off the consent agenda.*

#### Approval of Consent Agenda Items.

* [Approval of February 2023 Regular Meeting Minutes](https://docs.google.com/document/d/1nNpqJZbiJtVxdOAcRSecOZkQss26tHq8U4S-OTpkGtk/edit)
* [Approval of February 24, 2023 Special Meeting Minutes](https://docs.google.com/document/d/1vQdeHueE_Cwld8F360C560CzZg4hG6Ufrbs1S5Uok2E/edit)
* Approval of 2023-2024 budget

At 7:01p Elizabeth Uzzell moved to approve Consent Agenda Items. Approved.

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

### 4. DISCUSSION ITEM

* 2023 summer camp
  + Continue to struggle
  + 30 4 yos and Ks in varying groups per group -> justify 2 learning environments
    - Currently have 2 assistants who are interested in working 3 of the 8 weeks
  + 15-20 LE kids. Currently have staffing for X weeks
  + Discussed various combinations of camp structure with K- Third graders but available staff is currently not comfortable with 4yos
  + Question around structure of camp -
    - Ideally it would include a morning work session if camps were fully staffed
  + From staff surveys - the groups are difficult to manage given the number of students typically warrants 1 classroom, vs our standard school year classes are well thought-out with attention to classroom dynamics
  + There are some big ticket items that directors plan during the summer. Managing summer camp (and not being fully staffed) will draw away from some director’s time
  + Discussion around whether increasing the pay would attract teachers
  + Board member - appreciate the administration trying to find creative ways to make summer camp work; also suggested that families should be informed as soon as possible that camp will likely be canceled
  + Would need 4 full-time teachers to staff 2 CH camps and 2 teachers for 1 LE

*\* Kim Elliott joined at 7:38pm*

* AMS conference debrief
  + Board member - saw some presentations around accreditation, will share with strategic committee; important for Board members to consider attending in future years (next year will be hosted in Orlando); want to discuss opportunities to be more visible at the conference (sponsorship? Have teachers and directors present at the conference);
  + Board member - it was nice to spend time with the teachers and ED outside of the school
* 2022-2023 school year surplus spend
  + Solar panels - will have to pay the amount upfront and get direct tax credit payment
    - There is one company that has experience working with schools our size
    - Lower electric bill by 35% with this proposal
  + $450K - includes refrigerators, solar panels, keyless entry and cameras
* LHU Board retreat debrief
  + Met for a day and a half over Sunday/Monday. Started the day with an overview of DEI work so far (Justin, MS Director presented). Nothing was voted on but Board Members had opportunity to affirm belief and direction of Sterling. Led to afternoon discussion of the budget. Budget includes a very healthy development goal which led to a development discussion on Monday morning. We are starting to think ahead on how to rebuild our culture of giving.

### 5. APPROVAL OF CONSENT ITEM

At 7:55p, Elizabeth Uzzell moved to support the ED’s decision around summer camp. Approved

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

At 8:12pm, Elizabeth Uzzell moved to approve the surplus budget, not to exceed $450K (to include refrigerators, solar panels, keyless entry and cameras). Approved

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

### 6. ADJOURNMENT

At 8:16p, Elizabeth Uzzell moved to adjourn. Approved

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

**Attendance:**

| **Full Name** | **First Seen** | **Time in Call** |
| --- | --- | --- |
| **+1 919-\*\*\*-\*\*29** | **3/22/2023 19:12** | **0:43:56** |
| **Carroll Krause** | **3/22/2023 18:28** | **1:48:35** |
| **Cathy Constantine** | **3/22/2023 19:13** | **0:55:29** |
| **Chris Morton** | **3/22/2023 18:28** | **1:49:06** |
| **Elizabeth Uzzell** | **3/22/2023 18:28** | **1:48:35** |
| **Game Changers Consulting** | **3/22/2023 18:48** | **0:12:05** |
| **Katie Brown** | **3/22/2023 18:30** | **1:46:52** |
| **Kevin Hughes** | **3/22/2023 18:29** | **1:48:05** |
| **Kim Elliott** | **3/22/2023 19:37** | **0:39:51** |
| **Lan Zhu** | **3/22/2023 18:28** | **1:49:06** |
| **Maureen Capillo** | **3/22/2023 18:32** | **1:44:47** |
| **Rachel Richardson** | **3/22/2023 18:29** | **1:47:42** |
| **Robert Wolfe** | **3/22/2023 18:30** | **1:47:10** |
| **Ryan Hill** | **3/22/2023 18:30** | **1:46:51** |
| **Todd Fisher** | **3/22/2023 18:30** | **1:47:13** |