



## LHU Board of Directors Regular Meeting

**March 19, 2025 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 6:35pm

Quorum Present with following Board Members in Attendance:

<u>Name</u>	<u>Present</u>		<u>Name</u>	<u>Present</u>		<u>Name</u>	<u>Present</u>
Rachel Richardson	x		Dwayne Jones			Daphne Coulter	x
Kevin Hughes			Keisha Pressley	x			
Jessi Fasola	x		Elizabeth Uzzell	x			
Ryan Hill	x		Susan English	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.*

## Consent Agenda:

- Approval of February 19, 2025 regular board meeting minutes

## Discussion Items:

- Finance | Pay Schedule Memo
- Finance | Vote on Surplus Spending
- Policy | Math 2 Offering

## Closed Session:

- 8:30p, To consult with our attorney [N.C.G.S. § 143-318.11(a)(3)]
- 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)].

## Approval of Agenda

At 6:38p, Rachel Richardson moved to approve the agenda. Approved

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	M				Dwayne Jones					Daphne Coulter	x		
Kevin Hughes					Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							



Ryan Hill	x				Susan English	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 – Fay Masterson

- Overview of report.
- Fay finished her meetings with everyone across the school.
- Contracts going out by Friday, March 28th with Directors by April 11th.
- UE parent engagement meeting was good.
- Stephanie and Fay are meeting with Marketing firms to share with “who we are”.
  - This was work based on our strategic plan.
  - How do we drive them here, draw them here, wow them, woo them and keep them
- Lottery results were March 7th - offers have been made.
- One thing doing differently with the intent to return, ask them to fill out withdrawal forms for the 25-26 forms. Typically we've sat on those, so we can fill those spots. As soon as the withdrawal forms are received, Joann is calling and saying this is their official exit. This is helping us fill
- Indicator 8 survey for EC students.
- Rise up nights coming up.
- Fay reached out to Maati and is working on dates and cost for consulting review.

### Communications Committee Report - Ryan Hill

- Did not meet. Surveys are live.

### Finance Committee Report - Jessi Fasola

- Overview of report highlights.
- Memo for the updated 10 month payscale
- Solar panels tax return is in the works.



- Budget and the DCR is in a good spot. Looking ahead with bond renewal in 2027.
- Expect charter renewal in 2027 as well.
- Surplus spending discussed from the list on the report.

Policy Committee Report - Kevin Hughes

- Highlights from the committee report.
- Next action is to find out how to receive reimbursement for Maternity/Paternity leave.

Development Committee Report – Keisha Pressley

- Report highlights
- Push for contributions and board participation
- Fun Run was canceled.
- Lora Greco volunteered and joined to talk about her insights. She will assist with expertise to understand what permits we may need before we get started.
- Our NLI project was highlighted in the Natural Learning newsletter.
- IBM stock work is still in the works, with no update.
- Fay gave a shout out to Todd and Stephanie with Lora and Lauren for their help in this work.
- Stephanie has submitted for grants.

Governance Committee - Keisha Pressley

- Keisha asked for more board members to attend the governance meetings.
- What will we need from a recruiting standpoint
- Andrea Williams, our newest member stepped down from the board. With her exit interview on 3/20.
- Fay discussed everything on the strategic calendar.

Strategic Planning Committee Report - Ryan Hill

- Review of the report.
- Move State of School to Virtual with physical presence at the International Festival.
- Discussion of the survey closure and participation. Currently at 56 for parent survey and 37 for the staff.

### Community Comments (3 minute time limit)

*Members of the public are now invited to provide comments on issues or concerns related to the school. To indicate your interest in speaking, please raise your hand. 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](mailto:president@lhuf.org) to 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.*

*Speakers are welcome to offer comments or criticism directed at substantive ideas, actions, or procedures of the school and LHU Board. In the interest of maintaining civility and decorum, however, speakers are encouraged to refrain from criticism or personal attacks directed at specific members of the Board, school staff, or members of the community.*

*The laws and policies of North Carolina provide that issues or concerns involving individual personnel matters are confidential, and, therefore, not appropriate for public comment settings. Concerns related to personnel issues may be addressed through appropriate school leadership, the Sterling grievance policy, or other applicable policies.*

*Speakers may discuss issues and matters of general concern but must refrain from discussing confidential student information. Concerns related to confidential student matters may be addressed through school leadership, the grievance policy or other applicable policies.*

#### Comments:

- None presented.
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### 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 19, 2025 Regular Board Meeting Minutes



At 7:13p Rachel Richardson moved to approve Consent Agenda Items. Approved.

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	M				Dwayne Jones	x				Daphne Coulter	x		
Kevin Hughes					Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							
Ryan Hill	x				Susan English	x							

#### 4. DISCUSSION ITEMS

- Finance | Pay Schedule Memo
  - Timing of dissemination will be as soon as feedback is received.
- Finance | Vote on Surplus Spending
  - Vote for approval.
- Policy | Math 2 Offering
  - Discussion that we have had a history from 2019 of developing that accelerated math policy and the concern of not offering Math 2 could negatively impact our retention.

#### 5. APPROVAL OF CONSENT ITEM

##### **Consent Item – Approval of Surplus Spending**

At 7:15p, Jessi Fasola moved to approve the surplus spending as outlined in the finance committee report not to exceed \$210,000.

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	x				Dwayne Jones	x				Daphne Coulter	x		



Kevin Hughes					Keisha Pressley	x						
Jessi Fasola	M				Elizabeth Uzzell	x						
Ryan Hill	x				Susan English	x						

### Consent Item – Approval of Employment Decisions.

At 7:47p, Rachel Richardson moved to approve the employment decisions presented by Fay Masterson and listed below.

Full Name	Section	Position (Year)	Action / Change	Note
Ellie Shameli	CH	Director	Hire	Step 1
Lou Godwin	LE	Teacher Assistant	Hire	Step 12
Rudra Acharya	CH	Lead Teacher	Hire	Step 0

Rachel Richardson	M				Dwayne Jones	x				Daphne Coulter	x		
Kevin Hughes	x				Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							
Ryan Hill	x				Susan English	x							

## 6. Closed Session

### Closed Session

At 7:49pm, Ryan Hill moved to go into 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)].

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	X				Dwayne Jones	x				Daphne Coulter	x		
Kevin Hughes	x				Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							
Ryan Hill	M				Susan English	x							

### Return to Open Session

At 9:pm, Rachel Richardson moved to return to open session.

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson					Dwayne Jones					Daphne Coulter			
Kevin Hughes					Keisha Pressley								
Jessi Fasola					Elizabeth Uzzell								
Ryan Hill					Susan English								

### Closed Session

At 8:29pm, Ryan Hill moved to go into closed session to counsel and protect student information. [N.C.G.S. § 143-318.11(a)(6)].





Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	X				Dwayne Jones	x				Daphne Coulter	x		
Kevin Hughes	x				Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							
Ryan Hill	M				Susan English	x							

## 8. ADJOURNMENT

At 9:14p, Rachel Richardson moved to adjourn. Approved

Name	Aye	Nay	Abs		Name	Aye	Nay	Abs		Name	Aye	Nay	Abs
Rachel Richardson	M				Dwayne Jones	x				Daphne Coulter	x		
Kevin Hughes	x				Keisha Pressley	x							
Jessi Fasola	x				Elizabeth Uzzell	x							
Ryan Hill	x				Susan English	x							

**Attendance:**



## **Policy Committee**

### **March 6, 2025 Meeting:**

#### **Attendance and Call to Order**

*Virtual via Google Meets*

Chair: Kevin Hughes

Board Members:

Others: Fay Masterson, Cinwain Garner

The meeting was called to order at 12:00pm.

#### **Agenda**

- General Discussion

#### **Discussion Items:**

##### **Lottery**

- Fay had a question about lottery preference and the inclusion of grandchildren in the preference. The Lottery Policy states that grandchildren of school staff and board members are eligible for lottery preference. Kevin confirmed that this was correct, as voted on by the Board on 2/15/23.

##### **Paid Family Leave**

- The maternity/paternity leave policy was approved by the Board in 11/23 BOD meeting. However, the school has not implemented a process to request this leave. Fay is working on this.
- When we do have approved leave under this policy, the school also needs a process (through Betty?) to seek state reimbursement.
- Question to finance committee or Betty.

## **April Meeting Agenda Items**



**Closure and Next Steps:**

- Next meeting scheduled for April 3, 2025 is MOVED due to spring break.
- Meeting now scheduled for Monday April 7 at 12:00

**Recommended Board Action**

- None

Meeting was adjourned at 12:39 pm.



## **Minutes and Board Report from March 10, 2025 Meeting:**

### **Attendance and Call To Order**

*Virtual via Google Meets*

Chair: Ryan Hill

Board Members:

Others: Stephanie Deming

Meeting was called to order at 5:30pm.

### **Discussion Items:**

- State of Sterling reschedule recommendations
  - Discussed the options of keeping it as a single event or along with another. We decided on a virtual event and presence at the International festival as the best approach.
- Tracking and capturing progress through the plan.
  - We didn't get to this because of the short meeting.

### **Closure and Next Steps:**

Meeting was adjourned at 6:05p.

### **Up Next:**

- Work to confirm dates and agenda for the virtual state of school and begin planning for the International festival.

# Minutes from March 5, 2025 Meeting:

## Attendance and Call To Order

*Virtual via Google Meets*

Chair: Keisha Pressley

Board Members: Keisha Pressley, Daphne Coulter

ED: Fay Masterson

Sterling Staff: Stephanie Deming

Parent Members: Lora Greco, Rick (NLN)

Meeting was called to order at 12:00 pm.

## March 5, 2025

- **Giving Stats for 2024/25 (as of 3/4/25)**
  - Board 75%
  - Admin 36%
  - Staff 29%
  - Community 24%
- Account Balance of Development Account: \$107,987 +

## Open Topics:

- **NCState - Natural Learning Initiative Phase II**
  - Brandon leaving NLI - Will not continue with NLI for Phase II
    - Looking for encompassing team to finish the remainder of the project
    - Stephanie is working with Justin to see what we can do now to support the Lower EI outdoor space.
    - Lora Greco offered to attend meetings with the town of Morrisville to determine what will need permitting to ensure we are compliant from the start of the project.
    - Lora to reach out to Sterling Parent who also works in this space to see if she has any feedback.
    - We will take the graphics and work with Todd to start enhancing our outdoor environments
  - Part of NLI Newsletter -

<https://naturalearning.org/sterling-montessori-academy-and-charter-school/>

\$ 7,151.77	\$ 1,525.00	\$ 11,588.55	\$ 4,753.61	\$ 8,589.81	\$ 579.63	\$ -	\$ -	\$ (455.00)	\$ -	\$ (1,394.26)	\$ -	\$ (3,514.52)	\$ (4,998.00)
						\$ 34,188.37							\$ (10,361.78)
20.92%	4.46%	33.90%	13.90%	25.12%	1.70%		0.00%	4.39%		13.46%		33.92%	48.23%
Stock/ Matching Donations	Personal Check - Annual Fund Donations	Stripe	Paypal	PFSA Fundrai sing	Interest	Cash	Large Proje ct/ Other	Sponso rships	Capita l Impro veme nts	Admin/ Developm ent	Educati on	PFSA	Donation to External Non-profit

#### Open Topics:

- **IBM Stocks - no update**
- **NCDLI Grant Opportunities** (April 2025 deadline for this year) - on hold for this year

Meeting was adjourned at 12:39 pm

# FINANCE COMMITTEE

## Meeting Report - March 11, 2025

### Committee Actions:

- Approval on Surplus Spending

Surplus Spending for 2024-25			
PO #	Description	Vendor	Amount
Tech	Apple MacBook Air (Qty 50)		57,900.00
Tech	Interactive Laser Projectors (Qty 5)		18,000.00
Tech	Touchscreen monitor and desktop		1,180.00
Tech	Touchscreen display for front office		310.00
Facilities	Wood fence replacement		24,000.00
Facilities	Drainage repair		5,400.00
Facilities	3 Storage sheds		12,000.00
0	Facilities	Repaint fire stripping	4,000.00
1	Facilities	Replace main exit doors	79,000.00
2	Facilities	Replacement share on soccer field	1,000.00
3	Total Surplus Spending		202,790.00

# Minutes from March 11, 2025 Meeting:

## Attendance and Call To Order

*(Virtual)*

Chair: Jessi Fasola

Board Members: Daphne Coulter,

Others: Betty Warren, Fay Masterson

Meeting was called to order at 12:06pm

- 10 Month Salary Change - Effective July 2026
  - Memo is with Exec Committee and Kim for review
  - Will send to Fay as well
- Solar Panels - Rachel shared that the tax return organization should be able to do what is needed
  - Betty has talked to them and he said they need to register
  - Need a copy of permit and documentation, sent to Todd
- Surplus Spending Discussion and Decision
  - Looking to get MacBooks for the teachers, MUCH better for a lead teacher than a chrome book
  - New exit doors on all buildings
  - Playground shades had been discussed are put on hold so we can have a strategic plan when thinking about the outdoor playgrounds.
- 25-26 Budget Review
  - Marketing - Want to be realistic about true cost for next year, and budgeting for this
  - Discussion on DCR and we are in good spot
- Bond will be renewed in 2027
  - Need to make next year as good as we can - audit, waitlist - when we go into Bond Review
  - Right now it's 2.93 - We can expect this to increase when we refinance
  - Fay believes Charter renewal will happen then as well

## Closure and Next Steps:

Meeting was adjourned at 12:34pm ; Any follow-up actions noted above.

Next Meeting April 8, 2025 at 12:00pm



# **Governance Committee**

*Regular Monthly Meeting Report - March 4, 2025*

## **Committee Actions and Recommendations:**

- Review open committee chair seats:
  - Development Chair - Andrea Williams - would like to be the board chair for Development to replace Keisha Pressley

- .

## Minutes from March 4, 2025 Meeting:

### Attendance and Call To Order

*Virtual via Google Meet*

Chair: Keisha Pressley


Board Members Present: None

Call to order at 12:00 pm

### Recruiting / Succession planning

#### Current LHU Board Interest Matrix

- Thinking of board member renewals for 2025-2026
- Intentional recruitment to support the board/school

-  LHU Strategic Calendar

Meeting was adjourned at 12:15 pm