

## INVEST COLLEGIATE CONSORTIUM INC.

### MEETING MINUTES

Having consented to the time and place, the Board of Directors of Invest Collegiate Consortium Transform, Inc. ("ICC"), the Directors of ICC Transform held a monthly board meeting, Wednesday, July 15, 2020 at 3:00 PM via Conference call number: 712-770-5215, Access Code: 729149#

The meeting presided over by Pete Lash; Dr. Erika Richardson kept the minutes. The following orders of business were discussed:

ROLL: The meeting was called to order at 3:05 PM by Pete Lash, reciting school mission statement, and roll called. The following Directors were present:

Dr. Mildred Huey, Pete Lash, Jim Merrifield, Dr. Erika Richardson, and Kristin Zettlemoyer.

OTHERS PRESENT: – Dr. Kate Alice Dunaway, Richard Bouldin and Marissa Guarno.

PUBLIC Participation: No public comment

ITEM 1: Approval of meeting agenda: Dr. Erika Richardson moved to accept agenda, seconded by Kristin Zettlemoyer seconded, and motion carried.

ITEM 2: Approval of meeting minutes: Dr. Erika Richardson moved to approve June 24, 2020, meeting minutes, Jim Merrifield seconded, and motion carried.

ITEM 3: Finance Report: Kristin Zettlemoyer reviewed updated report with the board. School's end of year surplus in the amount \$71,585. This include the anonymous donation and not PPP loan. If PPP loan is forgiven, it will be included in the 2020-2021 finance report. Plans are to complete the forgiveness application in July. Funds from Mecklenburg County were received second week in July. Auditors were on site July 1, 2020 and draft will be completed by September 8, 2020.

ITEM 4: Executive Director Report:

- Current enrollment 360
- Beginning to see some traction with Charter One's marketing efforts. Direct mail started after July 4, 2020. Social media ads and trifold brochures have been placed in various communities.
- Average eight to 10 families tours each week. Most are in grades 5 and higher. Families received flyer or saw ad via social media
- May need to hire additional Collegiate leaders for grades 1st, 3<sup>rd</sup>, and 5<sup>th</sup>.

- Associate teachers are in two grades. Dr. Dunaway prefers Associate Teachers versus FTE.
- School nurse decided not to return. Dr. Dunaway currently reviewing 18 applications and plan to hire by August 3, 2020.
- Draft remote learning plans was sent to board members
- Survey was sent to families to determine learning preferences
- NCDPI is looking into access and equity families who do not have internet access. CARES funding grant will be used to provide hotspots to families in need.
- There is money in budget for school lunches. Students attending school on campus will be provided lunch from Panera Bread through August.
- Jumpstart will begin ELA and Math after school and Saturday tutoring 3<sup>rd</sup> week in August
- Ensuring school follows NC DHHS guidelines
- K-10 champions, faculties, and staff wear masks
- Hand sanitizing stations at entrance and on each floor
- Hand sanitizer in classrooms and hand washing times will be built into schedules
- Some clubs will begin virtually after August 3<sup>rd</sup>
- Sports: cross country, golf, swimming, and tennis
- A/C has been serviced and all filters are clean and running well

ITEM5: Board Discussion:

- Pete Lash asked board opinion on making a supportive statement about BLM movement, equity, and social justice. He asked that Board members draft their sentiments and send to him by July 17, 2020.
- Next board meeting scheduled on Wednesday, August 5, 2020 to check in/update board on enrollment and lease amendment. Next monthly board meeting will be on Thursday, August 20, 2020 at 3:00 pm.
- 

Respectfully Submitted,

Yolanda M. Malachi

Board Secretary

Invest Collegiate Consortium