## LHU Board of Directors Regular Meeting

**May 10, 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 6:33pm

##### 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 | x |  | Kevin Hughes | x |  | Robert Wolfe | x |
| Jessi Fasola | x |  | Chris Morton | x |  | Lan Zhu |  |
| Leslie Hamilton | x |  | Rachel Richardson |  |  |  |  |

##### 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.*

* Parent and Staff Survey Presentation with Communications
* NC State Design Natural Learning Initiative presentation by Robin Moore & Mary Archer
* Strategic planning presentation by Sam Chaltain and Bobbi MacDonald
* Vote for appointment of Governance committee chair

**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 | x |  |  |  | Kevin Hughes | x |  |  |  | Robert Wolfe | x |  |  |
| Jessi Fasola | x |  |  |  | Chris Morton | x |  |  |  | Lan Zhu |  |  |  |
| Leslie Hamilton | x |  |  |  | Rachel Richardson |  |  |  |  |  |  |  |  |

### 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](mailto:mcapillo@sterlingmontessori.org)

* Overview of ED report
* Successful International festival
* Move towards presentations.
* Presentation of Staff and Parent surveys
  + Leslie opened for comment from the board and called out gratitude. Academic rigor stood out.
  + Elizabeth commented on the exceptional participation.
  + Katie commented on the hunger for community
  + Ryan commented on the overall tone of the responses.
  + Chris commented on the consistency we see with not a whole lot of change and there may be something actionable as it relates to traffic safety.
  + Maureen commented on addressing traffic safety and spoke to the attendance comments in the staff survey.
* Leslie asked, how do we anticipate supporting Maureen and the leadership in the work ahead.
* Kim spoke to supporting community building. It’s been a priority and a concern going back to COVID.
* Elizabeth mentioned continuing to address the traffic safety issues.
  + Todd has had ongoing conversations with Morrisville PD every summer. Maureen summarized that there are insurance and liability challenges around adding a crossing guard.
  + Kevin commented around going back to Morrisville PD to learn what the anticipated implications of the Aviation project. Worth a discussion with the town to understand if there is anything to do.
  + Likely next actions, reaching out to Cedar Fork and their understanding of the traffic situation along with any of Todd’s contacts.
  + We do not know when the construction will begin.
* Todd Fisher received specific positive “call out” in the survey.
* Maureen noticed that the results felt “very true” and the mention in the staff survey around attendance was notable. She stated that there are things to continue to address going forward.

#### Communications Committee Report - [Leslie Hamilton](mailto:leslie.hamilton@lhuf.org)

#### Presented during ED’s report

#### NC State Outdoor Learning Environment Proposal - Robin Moore & Mary Archer

* Robin worked with Sterling about 20 years or so ago and it’s good to reconnect.
* Their group works with approximately 25 Montessori schools.

#### Strategic Planning Committee Report - [Ryan Hill](mailto:ryan.hill@lhuf.org)

#### Prospective consultant presentation - [Sam Chaltain](mailto:schaltain@gmail.com), [Bobbi Macdonald](mailto:Macdonald.bobbi@gmail.com)

* Sam gave background of his work and that of 180 Studio. Bobbi Macdonald
  + This is project about people and education and they are excited to figure out the ways to building stronger communities at Sterling.
* Presentation ended with Q&A
  + Elizabeth asked about deliverables and onsite visits. Sam responded that they have an initial plan but that would be established as the planning comes together. Maureen commented that she would expect fall visits with the board to set the initial stage.
* Discussion around two presentations and overall consultant strategy.
  + Chris asked about keeping architect on the project even as it goes into phases.
* Elizabeth asked about the urgency of addressing issues on the playground.
  + 12 months to address licensing issues on the elementary playground
  + Flooring of the large play structure is deteriorating and needs to be addressed.
  + There are three trees that need to be inspected by an arborist for health
* Board asked to go back to consultants, Sam and Bobbi to understand scope and costs from different partner arrangements.

#### Finance Committee Report - [Kim Elliott](mailto:kim.elliott@lhuf.org)

* Budget just approved includes the costs for consultants.
* Current budget is in good shape to close out the year.
* Former auditor and current auditor relationship has resolved and are moving forward.
* We may be able to close out a storage unit.
* Expect conversations in October around potential adjustments from state budget

#### DEI Committee Report - [Kim Elliott](mailto:kim.elliott@lhuf.org)

#### Reviewing 1, 3, 5 year plan and present it to the July board meeting.

* Revisiting vision statement, swot analysis for accuracy.
* JEDI meetings for the community are open, please attend.

#### Development Committee Report – [Robert Wolfe](mailto:robert.wolfe@lhuf.org)

#### Meeting at the beginning of the month and wrapping up the current year. Looking forward to next year.

* Participation was published in Maureen’s end of year letter.
* Making the ask about the coffee dates. Board please consider adding dates to the calendar to assist.

#### Governance Committee - [Chris Morton](mailto:chris.morton@lhuf.org)

* Nominate Katie Brown as Governance Committee chair
* Both interviews are scheduled for this week
* Potential nominees for board members. We would like to have that decided at the next board meeting.
* Discussion on the delegation of hiring to Maureen
* June will be a full review of board chairs and elections
* Board will need to complete membership forms shortly after the June board meeting

#### Technology Committee Report - [Chris Morton](mailto:chris.morton@lhuf.org)

#### No Meeting, note out to technology partners to take over committee responsibilities.

#### Policy Committee Report - [Kevin Hughes](mailto:kevin.hughes@lhuf.org)

* Conflict of interest policy was kicked back to add state language. Kevin updated language to follow the law and recommends that we vote to make the change today.
* Gender identity policy was discussed similar to the Durham County policy.
  + Currently await outstanding legislation. The bill may prescribe our actions and if no action is taken, we may have the opportunity to create our own action plan.
  + No action tonight.

#### 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.*

* [Add Comments]

### 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 April 2023 Regular Meeting Minutes](https://docs.google.com/document/u/0/d/1f4VHu7r0Ju_E_hddKhZEcTvmAjVkh5PgHZIH__mfA54/edit)
* Adding state law language into conflict of interest policy

At 9:17p 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 | x |  |  |  | Kevin Hughes | x |  |  |  | Robert Wolfe | x |  |  |
| Jessi Fasola | x |  |  |  | Chris Morton | x |  |  |  | Lan Zhu |  |  |  |
| Leslie Hamilton |  |  |  |  | Rachel Richardson |  |  |  |  |  |  |  |  |

### 4. DISCUSSION ITEMS

### 5. APPROVAL OF CONSENT ITEM

At 9:18pm, Elizabeth Uzzell moved to approve the appointment of Katie Brown as chair of the Governance Committee. 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 | x |  |  |  | Chris Morton | x |  |  |  | Lan Zhu |  |  |  |
| Leslie Hamilton |  |  |  |  | Rachel Richardson |  |  |  |  |  |  |  |  |

### 6. ADJOURNMENT

At 9:31p, 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 | x |  |  |  | Chris Morton | x |  |  |  | Lan Zhu |  |  |  |
| Leslie Hamilton |  |  |  |  | Rachel Richardson |  |  |  |  |  |  |  |  |

**Attendance:**

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