## LHU Board of Directors Regular Meeting

**September 21, 2022 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 6:31pm

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

| **Name** | **Present** |  | **Name** | **Present** |  | **Name** | **Present** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  | Kevin Hughes | X |  | Kari Schwab |  |
| Kim Elliott |  |  | Wallace Lewis | X |  | 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

*“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.”*

#### Agenda Items:

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

* Discussion Item - Board retreat
* Closed session - To prevent the disclosure of privileged or confidential information that is protected [N.C.G.S. § 143-318.11(a)(1)

**Approval of Agenda**

At 6:32p, 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 |  |  |  |
| Kim Elliott |  |  |  |  | Wallace Lewis | X |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson |  |  |  |  | Lan Zhu | X |  |  |

### 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

* Aftercare program is now available for all families
* Upper Elementary students went on Betsy Jeff Penn; first time in 3 years
* In October - Middle School camping trip
* Classroom observations are ongoing - LE is complete, MS tomorrow and UL to follow
* BOG results - helps determine whether third grade students are on target with third grade knowledge; part of the Read to Achieve Law
  + Multiple opportunities for student who are below the benchmark to “pass” - including multiple different exams throughout the year and special reading camp offered for 5 weeks in the summer

#### Finance Committee Report - Robert Wolfe

* Finalized Airport Rd offer with Town of Morrisville
* Discussed the 2022-2023 budget - some amounts are not final (such as County reimbursement and employee benefit expense)

#### DEI Committee Report - Kim Elliott

* Has not met since last board meeting

#### Strategic Planning Committee Report - Ryan Hill

* Has not met since last board meeting

#### Policy Committee Report - Kevin Hughes

* Has not met since last board meeting

#### Communications Committee Report - Leslie Hamilton

* Has not met since last board meeting

#### Development Committee Report – Robert Wolfe

* Has not met since last board meeting

#### Outdoor Play and Learning Space Committee Report - Robert Wolfe

* Has not met since last board meeting

#### Governance Committee - Chris Morton

* Candidate who expressed interest in joining the board; interviews to be scheduled and target having those completed before next meeting
* Question - are there any other needs that would help with the Board?
  + Technology is an ongoing target

#### Technology Committee Report - Chris Morton

* Has not met since last board meeting
* NetSmart contract has been finalized and interactions have been going very well

#### PFSA Report -

* Maureen has met with PFSA 3 times (one that was open to the broader community)
* Gardening day is coming up
* International Festival - considering changing the date as the current date falls within Ramadan
* Charleston Wrap Fundraiser underway

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

*Board Secretary will record names of speaker 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.  
  
The LHU Board meetings are set up in order that the business of the Board may be conducted in public. We strive for a balance between conducting board business and receiving input from the public. The Board's goal is to make the absolute best use of everyone's time and resources.*

*The Board looks forward to receiving public comments, concerns and questions and therefore shall adhere to following:*

1. *Questions/ comments and concerns may be submitted to the President in advance of the meeting. This will assist the Board in responding effectively to the issues.*
2. *The total amount of time devoted to public comment will be no more than 20 minutes. The President may make exceptions as needed.*
3. *Each speaker may address the Board for up to 3 minutes. The President may make exceptions as needed.*
4. *It is not a requirement that the Board will respond to criticism of its own actions or those of a member of the staff in Open Public Session.*
5. *Public comment may not include specific reference to the performance of an individual staff member, member of the board, or the behavior of a specific student. Comments made must be respectful of the person, factual, as brief as possible, void of criticism, and void of profanity.*
6. *If a member of the public wishes, they may request of the Board President that an issue be placed on the agenda for an upcoming Board Meeting.*

*The Board President, or presiding officer, may direct a member of the public to cease public comment if the party is violating the intent of these guidelines.*

* 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.

* [August 2022 Regular Meeting Minutes](https://docs.google.com/document/d/18qgzBCyA1BnjBMwimMqVmTLQ2izAbNh2trmEwmSHAt0/edit#heading=h.y68ygvnliabl)
* [August 31, 2022 Special Meeting Minutes](https://docs.google.com/document/d/1_O9qCVQLC3gZ5r2IWssxG682TwF6hz38x6gM42zYh7w/edit#heading=h.y68ygvnliabl)
* [September 2, 2022 Emergency Meeting Minutes](https://docs.google.com/document/d/1W7q2DU0Tt56AWl1_a2d1pkZmdvg6FELS5hu82qOx7Go/edit#heading=h.y68ygvnliabl)

At 7:04p Elizabeth Uzzell moved to approve Consent Agenda Items. Approved.

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

### 4. DISCUSSION ITEMS

**Board retreat**

* Various locations were discussed
  + Likely a single day (in person) in Oct (9-5, full day) and try to plan a longer, overnight trip for May 2023
* Discussion items for retreat
  + Team building
  + Budget
  + Development
  + Strategic planning
* Board Member Ryan Hill to coordinate with ED on potential dates for Fall retreat

### 5. CLOSED SESSION

**Enter Closed Session**

To prevent the disclosure of privileged or confidential information that is protected [N.C.G.S. § 143-318.11(a)(1)

At 7:22p, Elizabeth Uzzell moved to enter closed session per NCGS [N.C.G.S. § 143-318.11(a)(1)]. Approved

| **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |  | **Name** | **Aye** | **Nay** | **Abs** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Katie Brown | X |  |  |  | Kevin Hughes | X |  |  |  | Kari Schwab |  |  |  |
| Kim Elliott |  |  |  |  | Wallace Lewis | X |  |  |  | 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 8:03p, 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 |  |  |  |
| Kim Elliott |  |  |  |  | Wallace Lewis | X |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

### 6. 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 |  |  |  |
| Kim Elliott | X |  |  |  | Wallace Lewis | X |  |  |  | Elizabeth Uzzell | M |  |  |
| Leslie Hamilton | X |  |  |  | Chris Morton | X |  |  |  | Robert Wolfe | X |  |  |
| Ryan Hill | X |  |  |  | Rachel Richardson | X |  |  |  | Lan Zhu | X |  |  |

**Attendance:**

| **+1 949-\*\*\*-\*\*75** | **9/21/2022 6:29** | **0:11:57** |
| --- | --- | --- |
| **Carrie Smith** | **9/21/2022 6:32** | **0:16:36** |
| **Chris Morton** | **9/21/2022 6:29** | **1:35:21** |
| **Elizabeth Uzzell** | **9/21/2022 6:30** | **1:34:21** |
| **Holly Abdallah** | **9/21/2022 6:30** | **0:38:06** |
| **Katie Brown** | **9/21/2022 6:41** | **1:23:04** |
| **Kevin Hughes** | **9/21/2022 6:28** | **1:35:47** |
| **Lan Zhu** | **9/21/2022 6:28** | **1:35:42** |
| **Leslie Hamilton** | **9/21/2022 6:29** | **1:34:57** |
| **Maureen Capillo** | **9/21/2022 6:31** | **1:33:34** |
| **Rachel Richardson** | **9/21/2022 6:40** | **1:24:02** |
| **Robert Wolfe** | **9/21/2022 6:31** | **1:32:54** |
| **Ryan Hill** | **9/21/2022 6:30** | **1:33:57** |
| **Wallace Lewis** | **9/21/2022 6:29** | **1:34:55** |