

# THE GO BIG FOUNDATION

## BOARD MEETING MINUTES



### MEETING DETAILS

February 2024

Tuesday, February 27, 2024

Location: Virtual

Link to Virtual Meeting:

<https://us02web.zoom.us/j/82961766459?pwd=SGFUT1IWWWgwVVZKM1J3WFVacVpIQT09>

Meeting ID: 829 6176 6459

Passcode: GOBIG

### CALL TO ORDER

The Board of Directors of the GO BIG Foundation held a regular meeting on Tuesday, February 27, 2024. The meeting was presided over by CPH. LT acted as secretary, taking minutes. The presiding officer called the meeting to order at 6:35 PM.

### ROLL CALL

CPH conducted an audible roll call. *A simple majority of the number of Board Members in attendance establishes a quorum. A quorum was present.*

Member Name	Position	Attendance
Dr. Crystal Pemberton Howe	President	Present
Erin Howe	Vice President	Present
LaChun Tiller	Secretary	Present
Elaine Liberato Jenkins	Director	Present
Antonio Jenkins	Director	Present
Joe Arakkal	Director	Absent
Dr. Tieren Scott	Director	Present

### ATTENDANCE

#### Voting members in attendance:

- Dr. Crystal Pemberton Howe, Co-Founder & Chair (CH)
- Erin Howe, Co-Founder & Vice Chair (EH)
- LaChun Tiller, Secretary (LT)
- Elaine Liberato Jenkins, Member (ELJ)
- Antonio Jenkins, Member (AJ)
- Dr. Tieren Scott, EdD, Member (TS)

**Members not in attendance:** Joe Arakkal, Member (JA)

**Additional Attendees:**

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Tony Solorzano, Grow Schools (TS)  
Daye Brake, Daye Brake Consulting (DB)

### APPROVAL OF CURRENT MEETING AGENDA

Motion: EH moved to approve the current meeting agenda. AJ seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: By a voice vote, the motion carried.

Vote Count: 6 in favor/0 opposed/0 abstentions

### READING OF VISION AND MISSION STATEMENTS

EH conducted a reading of both the vision and the mission.

### APPROVAL OF PREVIOUS MINUTES

Motion: EH I move to approve the meeting minutes to reflect the recommended changes. The January 23, 2024, meeting changes reflect that the meeting began to reflect a start time of 6:36 pm and adjourning at 9:00 pm. LT seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

CPH recommended changes to the February 15, 2024 minutes to include CPH presiding over the meeting and LT acting as secretary and taking minutes. Move the LOI review in the appropriate section and facility to the appropriate location.

Motion: EH moved to approve the previous meetings' minutes to reflect the recommended changes. TS seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### PUBLIC COMMENTS

*Public comments are a time for the community to provide feedback to the Board of Directors. For in-person meetings, attendees must sign up at the start of the meeting if they desire to give a public comment. Each community member is limited to three minutes of comment, with a total time of up to 30 minutes allotted to public comments. During remote meetings, attendees may add their public comments to the chat feature which will be sent directly to the Board of Directors. Board members will then share the comments with the meeting attendees for up to 10 minutes.*

*Public comments are also a time for the Board of Directors to listen to the feedback of the community. Board members cannot respond to public comments during the meeting. However, the Board recognizes that each stakeholder is a vital part of our community and will consider comments when making decisions, planning, providing feedback to the administration, and completing committee work.*

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Public comments were not brought before the Board.

### REPORTS OF OFFICERS

The President's report was presented by CPH. All criteria need to be at the developing stage or higher to move forward with opening day. RTO II submissions are due today.

No other reports were presented.

No additional comments to report at this time.

### REPORTS OF COMMITTEES

CPH presented a report on behalf of the Marketing and Enrollment Committee. Our target is 150 registered learners and 75% executed applications by May 2024. CPH advised us to begin a door-to-door campaign, with an emphasis on the Spanish-speaking community.

### UNFINISHED BUSINESS

#### 1. Auditing Firms and RFP

We are considering three different auditing firms. All are recommended by Charter Success Partners. Rebekah Barr, CPA PC is currently the front-runner. This firm would be tasked with assisting during the 2024-2025 academic school year. The Board the importance of compliance and roles. Services by this company will begin on July 1, 2025. We may begin utilizing services in the Fall of 2024.

Motion: EH moved to approve Rebekah Barr, CPA PC as our auditing firm. LT seconded the motion.

Discussion: EH posed that if a Board member identifies another firm that may have a more competitive offering, we can always review our selection at that time.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### NEW BUSINESS

#### 1. Grow Schools Marketing and Enrollment Presentation

Tony Solorzano with Grow Schools presented his services to the board. Grow Schools provides money for marketing/promotion to recruit students and money to run the school. Grow Schools provided three payment options and noted all marketing rights would belong to G.O. B.I.G. Stem School. The payment plan would be paid within 8 months. Grow Schools is very familiar with assisting schools with specialized populations.

Motion: EH moved to not advance with Grow Schools at this time. TS seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion carried by a voice vote (*viva voce*).

Vote Count: 5 in favor/0 opposed/1 abstentions

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### 2. RTO 2 Submissions

- a. Regular Budget 2024-2025
- b. Break-Even Budget 2024-2025
- c. State Retirement System (Vote on whether to opt in)
- d. State Health Plan (Vote on whether to opt in)
- e. [Employee Handbook](#)
- f. [Student and Family Handbook](#)
- g. [Beginning Teacher Support Plan](#)
- h. [Hiring and Licensure Plan](#)
- i. [Strategic Plan for Hiring Remaining Staff](#)
- j. [School Staff Members Identified for Hire](#)
- k. [Campus Visitors Policy](#)
- l. [Employee Agreement Policy](#)
- m. [Family and School Communication Policy](#)
- n. [Grading Scales Policy](#)
- o. [Report Cards Policy](#)
- p. [Structure of School Calendar Policy](#)
- q. [Structure/Length of School Day Policy](#)
- r. [Student Promotion and Retention Policy](#)
- s. [Records Retention Policy](#)
- t. [Staff Evaluation Policy](#)
- u. [Test Security Policy](#)
- v. [Transportation Plan](#)
- w. [Transportation \(Buses\)](#)
- x. Professional Development Calendar (Extension requested until March 1st)
- y. [EC Full Continuum of Services Plan](#) (Extension requested until March 1st)

The Board discussed the original proposed budget. Our charter goal is to end with a 3% - 5% surplus. We also discussed the break-even budget for Year 1. State retirement and health plan requirements and options were discussed. Does the board opt in or opt out of the retirement and health plan? We were asked to update the employee dress code in the handbook for faculty and staff. The NC licensing requirements for teachers were discussed. Policies were pre-approved by the previous board. The current board will focus on policies that need to be updated.

RTO 2 Submissions requirements and metrics were reviewed and discussed. A total of 125 instructional hours are required by the state. We are considered a year-round school due to the 1,025 instructional hours that will be provided by faculty and staff.

Motion: EH moved to opt out of the state retirement system and health plan for Year 1  
ELJ seconded the motion.

Discussion: There AJ raised a discussion to use the state health plan for faculty and staff regarding the motion.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

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Motion: EH moved to approve the RTO 2 submissions. LT seconded the motion.

Discussion: No discussion.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

Discussion: There AJ raised a discussion to use the state health plan for faculty and staff regarding the motion.

Vote Result: The motion was carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### 3. Enrollment Period Deadline Extension

The deadline is currently scheduled for February 29, 2024, but we need to extend it until March. We currently do not have enough applications to officially hold a lottery. It was proposed to move the lottery to April 2024.

Motion: EH moved to approve an extension for our lottery to March 31, 2024, and hold the lottery in April 2024. LT seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion carried by a voice vote (*viva voce*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### 4. Facility Update

#### (CLOSED SESSION)

##### § 143-318.11. Closed sessions.

(a) *Permitted Purposes.* - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

(4) *To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.*

(5) *To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.*

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Motion: EH moved to go into a closed session at 8:38 pm. The Board did enter into a closed session per § 143-318.11.

Motion: EH moved to exit closed session at 8:45 pm. TS seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion carried by a voice vote (*viva voice*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### 5. Amendment Request

- a. Relocation under a 5-mile radius
- b. Enrollment size decrease

Motion: LT moved to relocate under a 5-mile radius and decrease the enrollment size. AJ seconded the motion.

Discussion: There was no discussion regarding the motion.

Vote Result: The motion [carried/did not carry] by a voice vote (*viva voice*).

Vote Count: 6 in favor/0 opposed/0 abstentions

### 6. School Leader Hiring

CPH believes we need to post this position and interview three candidates. If Dr. Howe is selected, the board needs to elect a new chair. If Dr. Howe accepts the role, Vice Chair EH will also need to be replaced due to a conflict of interest.

### 7. Marketing and Enrollment Update

Daye Break provided an update via email. CPH will continue to make door-to-door visits to the community. She will add these visits to the Board calendar so that Directors can support and attend.

## ANNOUNCEMENTS

CPH provided the Board with the following announcements:

- CSRB in-person meeting to present amendment requests - Tuesday, March 12th, at 9 AM
- Prospective member interested in the role of Board Treasurer Kim Mbiya.
- The next marketing/enrollment payment due date is Monday, March 4th. Erin will update the Google form to reflect cash and check payments.
- GO BIG's information session will take place this Saturday, March 2nd, from 10 AM - 12 PM. CPH asked that all members follow our Facebook page.

## ADJOURNMENT

Motion: LT moved to adjourn the meeting at 9:01pm. AJ seconded the motion.

Discussion: N/A

Vote Result: The motion was carried by a voice vote (*viva voice*).

Vote Count: 6 in favor/0 opposed/0 abstentions

The meeting was adjourned at 9:01 pm.