

**MINUTES**  
**PAVE Southeast Raleigh Charter School, Inc.**

The Executive Committee of the Board of Directors of RISE Southeast Raleigh Charter School, Inc. met on Monday, April 25, 2022 from 4:30 – 6:00 pm. The meeting was held by zoom video due to COVID-19.

**ATTENDEES:**

**Board Members:**

NAME OF DIRECTOR	TITLE (IF ANY)	PRESENT IN PERSON	PRESENT BY TELEPHONE/VIDEO	UNABLE TO ATTEND
Kwan Graham*	Board Chair		X	
Crawford Crenshaw*	Board Vice-Chair		X	
Annette Corona*	Board Secretary		X	
Willette Morman*	Trustee		X	
Tucker Mann*	Board Treasurer			X
Lauren Vance*	Trustee		X	
Andrew Lakis	Trustee			X
Dexter Herbert	Trustee			X
Lori Christian	Trustee			X
Lynette Aytch	Trustee			X
Spencer Robertson	Trustee		X	
Taylor Dewberry	Trustee			X

\*Indicates members of the Executive Committee

Please note: Other Board Trustees are welcome to attend all Executive Committee meetings, but not required to.

**Staff and Other Attendees Present:**

NAME	TITLE (IF ANY)	PRESENT IN PERSON	PRESENT BY TELEPHONE/VIDEO	UNABLE TO ATTEND
Dawn Arthur	Executive Director		X	
Martin Aurelian	Director of Finance			X
Ryan Brock	Director of Operations			X

**MEETING ITEMS:**

**1. CALL TO ORDER AND ROLL CALL**

Kwan Graham determined that the meeting was duly noticed, that a quorum was present and called the meeting to order.

Opportunity was presented for public comment. No public comments requested or made.

## **2. APPROVAL OF PRIOR BOARD MEETING MINUTES & CONSENT AGENDA**

Approval of the March Executive Committee meeting minutes was held and will be reviewed jointly with the April Executive Committee meeting minutes at the full board meeting in May.

Approval of the Consent Agenda was moved by Crawford Crenshaw, seconded by Willette Morman and unanimously approved.

Consent Agenda included the following:

- COVID-19 Mask Policy
  - Mask optional on March 14 (guidance)
  - Open to visitors and conducting events
  - Back to traditional seating in cafeteria
- Annual Calendar, 2022-23

## **3. DISCUSSION/ACTION ITEM(S)**

### **Executive Director Update:**

Executive Director Dawn Arthur provided a report around all the great activities happening at the school, such as the Spelling Bee, and various clubs like Running, Step and Passport to Manhood. There is increased engagement of programming and families are coming into the building.

Ms. Arthur led a discussion around the school priorities through the end of the school year with a focus on classroom observations, preparation for EOGs, promotion/retention decision, family engagement during parent teacher conferences and finalizing Summer School plans.

Enrollment and attendance were discussed. RISE has not hit the 96% attendance goals but continues outreach to families who are experiences barriers.

Ms. Arthur discussed plans for new scholar recruitment and continued efforts to build classrooms and waitlists for the upcoming school year.

The board was provided a summary on Talent: 77% of staff and re-signed contracts for next school year and the goal is to be 100% hired by June 30<sup>th</sup>.

### **Finance Update:**

Ms. Arthur provided a finance and facility update. RISE has started the transition to its new financial institution. The 2022-23 budget is being built with priority on the following:

- Staffing team at levels previously outlined

- 40K for curriculum investments (K-8 Math, ELA, Phonics)
- After-school programs, field trips, systems (e.g. MTSS)

Ms. Arthur also briefly discussed capital planning initiatives that include building upfits.

**Action Items:**

**CONVENE IN CLOSED SESSION**

There was no closed session necessary.

**5. RECONVENE IN OPEN SESSION**

**6. MEETING ADJOURNMENT**

**Closing and Commitments:**

Kwan Graham adjourned the meeting at 6:00 pm.

Respectfully submitted:

***Annette Corona***

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Approved on May 23, 2022  
Kwan Graham, President