



BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on August 16, 2016 at 6PM.

I. Administrative

- A. Meeting call to order by** Jack Moore at 6:15PM
- B. Board Members Roll Call:** Jack Moore, Tim Gott, Walter Loiselle, Lt. Col. Ralph E. Taylor, Dr. Mark Bowden, Dr. Jean Chandler, J. Keith McElveen (present via telephone), Alys Campaigne, Tiffany Provence, Rob Fifield.
- C. Mission Statement:** Palmetto Scholars Academy (PSA) will provide a differentiated program designed to meet the educational needs of intellectually gifted learners, address their distinctive social and emotional needs, promote individual character development and instill a life-long love of learning. Our students will engage with leading innovative organizations in higher education, business and science in order to empower them to make original and impactful contributions toward the elevation of South Carolina in the areas of education, commerce, arts, and science.
- D. Approval of Last Meeting Minutes:** N/A
- E. Public Comment:** A handful of parents attended the meeting, but did not have any comments at this time.

II. Action Items (Voting)

- A. Election of Secretary to replace Marilyn Schaffner**
Jack Moore announced that Marilyn Schaffner had to resign due to family illness. J. Keith McElveen was appointed by Jack Moore to fill her position. Jack then called for nominations to fill the Secretary position. J. Keith McElveen was nominated, Jean Chandler seconded the motion. No other nominations were made and J. Keith McElveen was elected Secretary.

III. Updates

- A. Financial update –** Rob Fifield
Rob Fifield reported that the financial goals have been met for Bond.
- B. Governance, Policy/Procedures and Bylaws –** Keith McElveen
Draft Bylaws were distributed to the Board members and Keith McElveen reported that they were being updated for compliance and with input from the group and community. Keith McElveen requested review / input from parents, faculty and other committee members to help improve the Bylaws. Some items mentioned were: to consider changing the number of Board members to 9 (currently the Bylaws state at least 7 board members); identifying the number of standing committees and what they are named (potentially 5 committees); Defining the Military Set-aside for enrollment; and the timing of elections. Jane Taylor (committee member) explained that the key area of focus was timing because the District needs to approve them at their September meeting in time for our BOD election in October 2016. The bare minimum would be Section 4, which has to do with the composition & election of the Board. The timing of elections may also be shifted in the

Bylaws to May in order to give new parents more time to get to know the BOD / community. In addition, it allows for onboarding of new members over the summer (election in May, overlap/turnover between old and new Board members in June and new BOD members start in July when old ones cycle off). In addition, the terms will be staggered so that only 4 or 5 new members are elected each year. Some people elected in October would turn over in May (4). Board member term limits of 2 consecutive 2-year terms will be the target for the draft bylaws. Additionally, there needs to be a mix of parents and non-parent community members to maintain balance. In November, all current Board members will be up for reappointment or election in order to return to compliance from the recent changes in Board memberships. Input from the parents in attendance included a suggestion that Parents of Alumni be treated separately from Community members (defining community members as non-current or former parents). The Bylaws and Strategic Plan will help form the culture of the Board so that any one individual will be limited in exerting undue influence away from the Strategic Plan. This committee will plan to meet within the next 7-10 days to continue to make updates, incorporate feedback and deliver a solid draft.

C. Strategic Planning – Alys Campaigne

The committee had two very productive meetings over the summer on Mission, Vision and Values to capture the “big picture” of where we want to be headed, while developing action items that are more tactical to help work toward the larger goals in the Mission, Vision and Values. Drafts of the committee’s product were distributed to the Board members and input was invited. The hope is to adopt them (after review / input) at the next meeting. Faculty input will be invited and incorporated before distribution to the larger PSA community for review / input.

D. Fundraising – Walter Loiselle

Walter Loiselle presented the plan for Fundraising. Documentation and repeatability need to be incorporated into the fundraising process. Intent is not to exhaust local parents and faculty. Goal is to build a future cycle of donors (ecosystem) that extends beyond the duration of a matriculated student and welcomes in new students and families each year. We also need to look at local, state, federal and corporate giving, which takes research, patience and commitment. Targets to fund: Level A support teachers / general funds (up to \$10k); Level B \$10k-\$100k – IT upgrades, STEM, Arts, Robotics, Stage, Gym; Level C major donations – true capital campaigns (\$100k +). The process includes: Commitment, Case for Support (message of PSA’s cause), Local Impact to Community, Measurable Outcomes (demonstrate change), How money will be spent, Asking (process), Stewardship (donors thanked, close the loop – give supporters status / outcome of their donation). Mr. Loiselle’s presentation will be distributed to the group. Intent is to set up the process so that it is self- sustaining and continues regardless of who is on the actual committee.

E. Military – Lt Col. Ralph E. Taylor

Working on a walk through gate for Hunley Park. Also the civil engineers are working with the Military committee to ensure the Pi K run is a safe route. Currently looking at the Military membership requirement for the PSA BOD as well as the Military enrollment set-aside. Dr. Gott discussed the need to document the military preference in the enrollment lottery going forward. Sixth grade is easy (20%), but sibling preference going forward needs to be prioritized against the military set aside. Taylor indicated that the enrollment

set aside needs to be 20% active duty military, reserve members, and DoD civilian employees. The expectation is it is a true 20% set aside. A letter will be forthcoming to give guidance. Retired military – not yet determined whether they will count or not (if a parent retires from the military, do they still count toward the set aside).

F. Facilities – Dr. Mark Bowden

First meeting will be in the next week or two.

G. Academic Excellence – Dr. Tim Gott

Have not yet met – plan to meet in September. Dr. Gott passed out enrollment numbers. Enrollment was at 501 for the first day of school. About 20 students did not show up the first day. The administration is determining whether they are returning or if they will be replaced by wait list students. ACT statistics were distributed. Grade 11 takes the ACT. The PSA average composite score was 24. We received a very nice grant from the State to help equip our arts and humanities programs. Dr. Tim Gott and Dr. Jean Chandler, PSA Phoenix Fine Arts Grant Manager, announced that the South Carolina Department of Education (SCDE) has awarded a Distinguished Arts Program Grant in the amount of \$18,000 to the school. The award is authorized by the General Appropriations Act of the state of South Carolina and will be implemented this school year.

H. Communications – Jack Moore

Working to review our communications processes (website, phone, email, social networking, etc). Going forward, board meetings will alternate between formal board meetings and committee meetings.

I. Executive – Jack Moore

Seeking more parental involvements in the committees. There is a need for security / Maglock system for the facility, which is Jack Moore's current highest priority.

IV. Presentation/Discussion

A. Jack Moore opening remarks.

- Seeking more parental involvement in all committees
- Security System

B. Principal's report

V. Adjournment, Confirmation of next meeting, Tasks assigned

Meeting was adjourned at 7:40PM.