



BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on September 20, 2016 at 6PM.

I. Administrative

- A. Meeting call to order** by Jack Moore at 6:00PM
- B. Board Members Roll Call:** Jack Moore, Tim Gott (ex-officio), Lt. Col. Ralph E. Taylor, Dr. Mark Bowden, Dr. Jean Chandler, J. Keith McElveen and Tiffany Provence (present via telephone), Alys Campaigne, Rob Fifield.
Absent: Walter Loiselle,
- 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. Financial Update

Rob Fifield presented the July 2016 financials. All accounts are on target. There are some adjustments that will be made after state funding is adjusted to reflect final student counts. PSA's count is slightly below the projected number (489 vs 482) but the gifted and talented percentage is higher than anticipated. Overall, the numbers are expected to balance out, particularly after the 45 day count is submitted as the few remaining empty seats are still being filled from the wait list. The facility lease figure is slightly higher than anticipated as it is expected that Joint Base will be making some reductions to account for in-kind use of the property. An audit is underway and going smoothly. The final bond payment is being paid after the final walk through and punch list is completed next month. Rob also noted that this is his last board meeting as treasurer. He has been working with William Quantz to replace him in the months ahead. Jack made a motion to accept the July financial report. It was unanimously accepted.

B. Lottery Date

Dr. Gott requested that the PSA lottery date be moved to align with other school choice lotteries in the region so that families are better able to plan. ET noted that the base will be sending a letter to PSA requesting that spaces for military students be held until June 30 to accommodate relocations and assignments. Dr. Gott said that it would not be a problem to address that

timing while also moving up the lottery date. Jack made a motion to approve the lottery date change with applications due December 16 and the lottery held January 11th, 2017. It was unanimously approved.

C. Bylaw Change

Jack reported that streamlined changes to the bylaws that were necessary to get into compliance with our charter were approved by the district. Ralph E. Taylor noted that he has asked that the bylaws include an explicit reference to having a military representative serve on the board. Jack said that the issue will be addressed in a later, more comprehensive review of further bylaw changes that the Governance Committee is undertaking. Jack made a motion to approve the bylaw changes. It was approved by all but Ralph E. Taylor, who abstained.

III. Updates

A. Principal's Report – Dr. Gott

Dr. Gott presented the Principal's report and noted that preliminary review of the last year's test scores show strong performance at all grade levels. PSA is performing within the top three middle and high schools in the state. He commended National Merit Scholar semifinalist Aaron de Jager. This is a tremendous achievement as fewer than 1% of students nationally are awarded the honor.

B. Governance, Policy/Procedures and Bylaws – Keith McElveen

Since the last meeting of the Board, the committee has had a working session which was well attended by board and committee members. At that working session, the Committee made progress in identifying major and minor changes that need to be made to the bylaws, identifying a few missing policies and procedures, and in discussions about the various tradeoffs and subtleties involved in the several different ways that we can make those changes. The latter raised issues that touch on other committees, such as Strategic Planning and Finance, so in the coming months this committee will likely engage the other committees in direct discussions.

Our concrete accomplishment was the reporting out of committee of a set of edits to the bylaws involving the board and officer elections that were, by necessity, minimal changes so that could get district approval in time to hold the elections in the traditional period. Looking forward, the committee plans more comprehensive changes.

C. Strategic Planning – Alys Campaigne

No Committee meeting was held since the summer sessions. The Strategic Plan draft is ready to be posted and will remain as a working draft to use throughout the year. She noted that there are several cross-committee issues that are high priority that should be addressed in Committee meetings before the next board meeting. These relate to clarifications on the enrollment process and sibling and military preference, and optimal class size and attrition policies to address growth, facility and financial needs. She will work with the Governance committee to get something scheduled in the coming month.

D. Fundraising – Tiffany Provence for Walter Loiselle

Tiffany reported that the committee met and divided into several subcommittees to address issues such as stewardship, grants, and coordination with ongoing school-based fundraising. Those subcommittees will be circulated at or before the September 28 parent interest meeting. Walter is investigating donor software options that will retain information about prospects and giving. The committee is also looking to establish some fundraising goals and reduce multiple requests for funds from families.

E. Military – Lt Col. Ralph E. Taylor

Lt. Col. Taylor reported that Joint Base is sending correspondence to the Board in the coming weeks to clarify set aside policies, timing of slots for military families and rent fees and in-kind use of land. We are currently at about 12% military student enrollment. Jack discussed plans to better market the school to military facilities. He also noted that this will be his last meeting as he has a short notice deployment.

F. Facilities – Dr. Mark Bowden

Mark reported that the committee had a good meeting that established short, medium and long term goals. The short term priority is warranty review. On Saturday October 15 there will be a walk through at the building. Mid-range the committee is tackling maintenance issues and contracts. Longer term it is reviewing expansion options. Short term funding needs include basketball goals and padding for the gym facility.

G. Communications – Jack Moore

A new phone notification system is in place. Jack noted that there is ongoing work to improve the PSA website.

H. Executive – Jack Moore

Jack announced the Nominating Committee membership. It is currently chaired by Winn Gasperson, with Rita Atkins and Ms. Hakamiun. Board applications and timing was included in the President's Report and will be further publicized.

V. Adjournment, Confirmation of next meeting, Tasks assigned

Meeting was adjourned at 6:42 PM.

Your Governing Board

The governing board recognizes that public support and open lines of communication are the keys to our school's success.

We encourage you to become involved in our school, to be informed about issues that affect students, parents, and our staff, to inform board members about your concerns, and to attend board meetings.

The responsibility of the Governing Board of Palmetto Scholars Academy is to ensure excellence in the governance of a quality educational program by supporting the school's

mission and charter, analyzing needs, establishing policies, allocating resources, and monitoring progress.

Board Meetings

Regular meetings of the Governing Board are held monthly beginning at 6:00 pm at Palmetto Scholars Academy. Special-called meetings are scheduled as needed.

Citizen Participation

Anyone wishing to speak to the Board must register in person the night of the regular meeting. The opportunity to address the Board at each regular Board Meeting is ___ minutes at the beginning of the meeting.

- Each speaker has three minutes.
- Speakers may not ask questions of board members.
- Board members may not engage speakers in discussion.
- Disruptive behavior is not permitted.
- Personal attacks aimed at students or staff are not permitted.
- Scurrilous, obscene, or recklessly defamatory language aimed at any board member is not permitted.

The board will follow up on all matters that speakers present.