



BOARD OF DIRECTORS MEETING 3/15/16

Agenda 6:00 PM

Palmetto Scholars Academy's Mission

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.

- **Call to Order and Reading of the Mission Statement – 1 minute**
- **Open Session – Public Comment– 5 minutes**
- **Approval of Board minutes for January 19, February 8th, and February 16th – 5 minutes – ACTION ITEM: Votes to approve the January 19, February 8th, and February 16th Board minutes.**
- **January Financial Report – Mr. Rob Fifield – 5 minutes – ACTION ITEM: Vote to approve January Financials**
- **Budget Committee Report – Mr. Rob Fifield – 5 minutes**
- **Academic Excellence Committee Report – 5 minutes – Mr. Ken Ryan and Ms. Victoria Gamble**
- **Growth Analysis Committee – 5 minutes**
- **Principal Report - 30 minutes**
 - **Review of PSA Lottery Results – Military Set Aside Policy Adherence**
 - **Curriculum Addition Courses– ACTION ITEM: Vote to Approve Trident Technical College and College of Charleston classes**
- **Adjournment**



BOARD OF DIRECTORS MEETING March 15, 2016

6:00 p.m. at Palmetto Scholars Academy

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Palmetto Scholars Academy Board Members

Dr. Frank Budd, Director, Counseling and Substance Abuse Services at the College of Charleston; Mr. David Diana, Co-founder, Diana Marketing & Design, Community Education Director, Charleston Dorchester Mental Health Center, and PSA Parent; Mr. Rob Fifield, President, Bauer International; Ms. Victoria Gamble, Academic Interventionist at Moultrie Middle Schools in Charleston County School District; Dr. Tim Gott, PSA Principal and Ex-Officio Member of the Board; Ms. Shirley Hinson, Director of Government Relations, College of Charleston, former member of the SC House of Representatives, former Berkeley County School District Board

Member; Ms. Stacey Lindbergh, PSA Founder; Mr. J. Keith McElveen, President, Wave Sciences Corporation and PSA Parent; Mr. Jack Moore, Principal of Applied Thought Consulting; Mr. Ken Ryan, Chief Creative Officer for KRyan Creative, LLC, President of the PSA Booster Club and PSA Parent; Dr. Marilyn Schaffner, Chief Nursing Executive and Administrator for Clinical Services, Medical University of South Carolina; Lt. Colonel Ralph Taylor, Deputy Commander, 628th Mission Support Squadron Group, Joint Base Charleston; and Dr. Jean Chandler, Gifted and Talented Specialist and SC Consortium for Gifted Education Board Member.

Meeting Attendees

Ms. Marlene Baber, Ms. Adrienne Trubey, and Mr. Win Gasperson

Absent Members of Board of Directors

Mr. David Diana, Ms. Victoria Gamble, Mr. J. Keith McElveen and Dr. Jean Chandler were absent.

Members Present Through Conference Call

I. Call to Order – Ms. Stacey Lindbergh called the meeting to order.

II. Ms. Shirley Hinson read the PSA Mission Statement.

III. A quorum was present.

IV. Public Comments- No comment was made.

V. Consent Agenda:

A) The board approved the Agenda for the March 15, 2015 meeting.

B) Ms. Shirley Hinson made a motion to approve the January 19, 2016 PSA Board Meeting Minutes, and Mr. Jack Moore seconded the motion. The following board members voted to approve the January 19, 2016 PSA Board Meeting Minutes: Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor .

C) Ms. Shirley Hinson made a motion to approve the February 8, 2016 PSA Board Meeting Minutes, and Dr. Marilyn Schaffner seconded the motion. The following board members voted to approve the February 8, 2016 PSA Board Meeting Minutes: Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor .

D) Ms. Shirley Hinson made a motion to approve the February 16, 2016 PSA Board Meeting Minutes, and Dr. Marilyn Schaffner seconded the motion. The following board members voted to approve the February 16, 2016 PSA Board Meeting Minutes: Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor.

VI. January Financial Report- Mr. Rob Fifield

- **Mr. Rob Fifield reviewed the January Financial Report for PSA.**
- **Mr. Rob Fifield discussed the 2016-2017 PSA Budget Draft, which will be drafted and reviewed in the PSA Financial Committee.**
- **Ms. Stacey Lindbergh asked about the current line item adjustments when the funding comes in from the state department.**
- **Mr. Rob Fifield indicated that the draft budget will meet the PSA Bond requirements for both Debt Service Coverage and Days Cash on Hand numbers.**
- **Mr. Rob Fifield announced that the PSA Financial Committee would be meeting in late March to develop the first DRAFT of the PSA 2016-2017 Budget.**
- **Ms. Shirley Hinson made a motion to approve the January PSA Financials, and Dr. Marilyn Schaffner seconded the motion.**
- **The following board members voted to approve the January PSA Financials: Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor.**

VI. Academic Excellence Committee Report- Mr. Ken Ryan

- **Mr. Ken Ryan announced that the Academic Excellence Committee would be meeting on April 5, 2016 at 4 p.m. at the school in Room 131.**

VII. Growth Analysis Committee Report-Ms. Stacey Lindbergh

- **Ms. Stacey Lindbergh asked Ms. Shirley Hinson to serve as Growth Analysis Committee Chair, and she agreed to lead the team.**
- **Board members discussed concepts for the expansion of PSA to include physical property, student enrollment increases, grade expansion, extended educational outreach, and statewide influences.**
- **Driving the issues of growth is data from the lottery indicating a high demand in the region for gifted and talented educational options.**
- **Other factors include the region's economic growth and the increase in identified gifted and talented students.**
- **The discussions at the state level calls for the need to replicate and expand the PSA model to other communities.**
- **Ms. Stacey Lindbergh encouraged board members to join the next committee meeting.**

VIII. Principal's Report- Dr. Tim Gott

- **Dr. Tim Gott asked for clarification concerning building rentals and the need to go through board approval.**
- **Ms. Stacey Lindbergh reiterated the key issue to be the need for a contract, which triggers board approval and oversight.**
- **Dr. Tim Gott reported that the recent lottery positioned PSA siblings first for open spaces, and the military set aside was secondary.**
- **Ms. Shirley Hinson stated that she did not believe that this was the intent of the law.**
- **The board discussed a review by Attorney Wilbur Johnson on the school charter and the approved Military Set Aside PSA Policy of 20% per grade.**
- **The board asked Dr. Tim Gott to fix the mistake by accepting additional military students in order to come into compliance with PSA Military Set Aside Policy of 20% per grade.**

- **Dr. Tim Gott was asked to report back to the board with lottery numbers and selection process to ensure compliance as soon as possible for this time sensitive issue for military families.**
- **The board agreed to work with the administration to develop a PSA Lottery Policy and procedure Manual. Designate a PSA Board member to oversee the Lottery in order to report the lottery results to the board for certification of results. If needed, the PSA Military Set Aside Policy could be revised in order to improve clarity.**
- **Dr. Tim Gott asked for approval of the 2016-2017 PSA School as the district required a board vote on the proposed calendar.**
- **The board responded that a vote was not needed based on the fact that “PSA Calendar always follows Charleston County School District’s calendar.”**
- **Dr. Tim Gott introduced the curriculum additional courses for the College of Charleston Electives and the Courses from the Office of Federal and State Accountability for Dual Enrollment Course Activity Code Additions to include those listed below:**

- 1. 934400EW-- ARST 100 Dual Enrollment Intro to Arab and Islamic World Studies (Social Science)**
- 2. 934300EW-- ASST 101 Dual Enrollment Intro to Asian Studies (Foreign Language)**
- 3. 402000EW-- ENGL 220 Dual Enrollment Poetry Writing (English)**
- 4. 362600EW-- GRMN 101 Dual Enrollment Elementary German (Foreign Language)**
- 5. 818700EW--HTMT 210 Dual Enrollment Principles and Practices of Hospitality and Tourism Management (CATE)**
- 6. 332700EW-- INTL 100 Dual Enrollment Intro of International Studies (CATE)**
- 7. 462100EW-- JPNS 101 Dual Enrollment Elementary Japanese (Foreign Language)**

- 8. 402400EW-- LING 290 Dual Enrollment ST:
Language, Cognition and Space (Language Arts)**
- 9. 413600EW-- MATH 120 Dual Enrollment Intro
Calculus (Math)**
- 10.369200EW-- PORT 102 Dual Enrollment
Elementary Portuguese (Foreign Language)**
- 11.364800EW-- RUSS 101 Dual Enrollment
Elementary Russian (Foreign Language)**

- **Ms. Shirley Hinson made a motion to approve the recommended College of Charleston Electives and the Dual Enrollment Courses for 2016-2017, and Dr. Marilyn Schaffner seconded the motion.**
- **The following board members voted to approve the recommended College of Charleston Electives and the Dual Enrollment Courses for 2016-2017 : Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor -APPROVED with no dissent.**

IX. Adjournment

- **Ms. Stacey Lindbergh made a motion to adjourn the meeting, and Ms. Shirley Hinson seconded the motion. The following board members voted to adjourn the meeting Dr. Frank Budd, Mr. Rob Fifield, Ms. Shirley Hinson, Ms. Stacey Lindbergh, Mr. Jack Moore, Mr. Ken Ryan, Dr. Marilyn Schaffner, and Lt. Colonel Ralph Taylor- APPEOVED with no dissent.**

Minutes respectfully submitted by Dr. Jean Chandler with assistance from Mr. Ken Ryan and Ms. Stacey Lindbergh.

Follow Up/Who

- 1. Dr. Tim Gott will fix JBC Military Set Aside for the lottery at 20% per grade in keeping with PSA Policy.**
- 2. The PSA Board will assess the PSA Military Set Aside Policy for clarity.**
- 3. The PSA Board will work on a Best Practice Policy for the PSA Lottery Process for Enrollment.**
- 4. Mr. Ken Ryan and Ms. Victoria Gamble, Co-chairs of Academic Excellence Committee will host ACE Meeting at PSA on Tuesday, April 5 at 4:00 p.m.**
- 5. Ms. Shirley Hinson will organize the Growth Analysis Committee.**
- 6. Ms. Stacey Lindbergh will name a successor to Mr. Rob Fifield as PSA Board Treasurer for a smooth transition of duties.**
- 7. Mr. Rob Fifield will convene the PSA Financial Committee to prepare a rough draft of the 2016-2017 PSA Budget.**
- 8. Mr. Rob Fifield will organize a meeting for the PSA Board members to provide planning for the 2016-2017 PSA Budget approval process.**
- 9. Dr. Tim Gott will continue to plan from the board approval of the College of Charleston electives and the Dual Enrollment options for the 2016-2017 curriculum changes.**
- 10. The Policy and Procedures Committee, The Growth Analysis Committee, The Financial Committee, and the Academic Excellence Committee will schedule ongoing meetings.**