



BOARD OF DIRECTORS MEETING

A regular meeting of the Board of Directors was held on June 28, 2016 at 6PM.

I. Administrative

A. Meeting was called to order by Jack Moore

B. Board Members Roll Call (A for absent):

Jack Moore

Alys Campaigne

Rob Fifield

Steve Slifer

Dr. Mark Bowden

Dr. Jean Chandler

Dr. Marilyn Schaffner (A)

Lt Col. Ralph E. Taylor (A)

Walter Loiselle (A)

Judge Tiffany Provence (A)

Ex-officio Members:

Dr. Tim Gott

Others Attending:

Jane Taylor

Keith McElveen,

Dr. David Eslinger

Rita Adkins

Marlene Baber

Sherry Glaab

C. Approval of current agenda:

D. 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.

E. Freedom of Information Compliance:

F. Approval of Last Meeting Minutes: None

G. Public Comment: (policy included)

II. Updates – no updates

A. Financial update – Rob Fifield

B. Governance, Policy/Procedures and Bylaws – Dr. Marilyn Schaffner

C. Strategic Planning – Alys Campaigne

D. Fundraising – Walter Loiselle

E. Military – Lt Col. Ralph E. Taylor

F. Facilities – Dr. Mark Bowden

G. Academic Excellence – Dr. Tim Gott

H. Communications – Jack Moore

I. Executive – Jack Moore

III. Presentation/Discussion

A. DuPont corporate representatives presented a check for \$6,250 for the DuPont Portable Stage at PSA.

B. Jack Moore opened the meeting by listing and explaining the standing committees and current members (listing posted on PSA website at <http://www.palmettoscholarsacademy.org/wp-content/uploads/2016/06/PSA-COMMITTEES.pdf>)

- Goal is to have at least the Governance / Policy / Bylaws committee fully operational by August. Target is to produce 2 year (Tactical) and 5 year (Strategic) plans.
- Going forward, hope to change structure of BOD meetings. Alternate one month regular business meeting / next month short business meeting with working committee breakout sessions.
- Seeking more parental involvement in all committees
- Jane Taylor spoke for the Governance, Policy / Procedures and Bylaws committee
 - Need to identify / delineate the way forward. Bylaws language needs fine tuning / tailoring to be effective. Board governs by policy; administration of school implements the policy by procedure.
 - Jane requested that all Board members send her current policies that they have in their possession for assessment and incorporation into new policy repository that is being developed in line with the Charter Alliance template. This repository will be kept up to date with changes in law going forward. Dr. Gott is sending some materials, as well as Mr. McElveen and Dr. Chandler.
 - Because the Board purchased the template from the SC Charter Alliance, there are limitations on who is allowed to access the document, so appropriate protections for electronic publication need to be put in place to ensure distribution is limited to the PSA community for informational purposes only.
 - Bylaws changes need to be published for at least 30 days prior to being adopted, must keep this in mind for timeline / planning purposes.
 - Materials being updated include bylaws, policies, staff and parent/student handbooks.
 - Board should only be addressing policy issues / violations (not day to day operational procedures).
- Alys Campaigne spoke for Strategic Planning Committee
 - Distributed hard copies of previous 2011-2016 plan as well as a draft plan template to be developed. Discussion ensued. Draft format included table with overarching goals (strategic / 5 year) and action steps (tactical / 1-2 year) to reach the overarching goals. Deadlines and responsible person will be tied to each item.
 - Discussion included expanding the PSA Mission - develop Vision and Values. Ensure students are “Authentically Engaged”. Discussion included topics such as how to manage growth, how much growth would be helpful / harmful to PSA Mission and the need to keep the Mission in mind when making decisions at all levels (each committee needs the Mission to drive

its decision making - it is not enough to see we need to meet budget and decide to increase enrollment without also factoring in potential impact to mission, for instance).

- Good strategic plan creates transparency and accountability
- Importance of defining and advertising what PSA is and what it is not (unique mission)
- Discussion included some general student scores and speculation / insights on how growth of school has impacted service to students in light of mission. Also need to set expectations for incoming families of what the typical student experience would be and the need for incoming families to be informed of the realities of SC Public Charter District funding (no facility or transportation funding).
- Rob Fifield covered the Finance Committee
 - Debt service ratio is on target. Need 489 students to meet target, have 510 enrolled. State provides per student base funding of \$6,463 with additional funding for students with special needs, state identified gifted, free and reduced lunch.
- Jack Moore indicated that the Fundraising committee would be focused on large funding needs such as identifying and writing grants. Discussion explored need to help parents understand funding structure.

IV. Executive Session (If needed)

V. Action Items (Voting)

VI. Adjournment, Confirmation of next meeting, Tasks assigned

Minutes taken by Sherry Glaab for Marilyn J. Schaffner, Secretary

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.