



BOARD OF DIRECTORS MEETING

A meeting of the Board of Directors on March 17th at 6:00 pm at Palmetto Scholars Academy

I. Administrative

a. **Meeting call to order** at 6:00 pm

b. Board Members Roll Call

- | | |
|-------------------------------------|--------|
| i. Mark Bowden | x |
| ii. John Mulvey | x |
| iii. Melissa Knight | absent |
| iv. Kim Shultz | x |
| v. Bryan Coppage | x |
| vi. Faith Bongiorno | x |
| vii. Cynthia Hall | x |
| viii. Patrick O'Neill | x |
| ix. Vacant | |
| x. Corrigan Rutherford [Ex-Officio] | x |

c. Non-Board Members Roll Call

- i. Keith McElveen [Foundation]
- ii. Bernadette Brogan [Faculty Liaison]
- iii. John Warder [PCA]
- iv. Additional: Jason Colonna, Joel Baughman

d. Mission Statement: Palmetto Scholars Academy (PSA) exists to meet the distinctive academic, social, and emotional needs of students by utilizing best practices of gifted education.

e. Public Comment

- i. None

II. New Business

- a. Election of a Board member to fill the Officer position of Treasurer
- b. Appointment to fill vacancy on the Board
- c. Resolution of the Board to create a temporary Officer position of Vice Treasurer
- d. Resolution of the Board to adjust Committee assignments
- e. Resolution of the Board to create sub-committee of Policy & Human Resources Committee with more focused mission on Human Resources
 - i. Committee is intended to provide more transparency into personnel matters
- f. Review and approve Molestation & Abuse Policies requested by Liability Insurance Carrier
- g. 2020/2021 PSA School Calendar (present options & survey results, request Board approval)
- h. 2020/2021 PSA School Budget (request for Board feedback, not submitting for approval yet)
- i. Review Financials
- j. March 24th "All Out" event in Columbia
- k. Review updates to Strategic Planning Document

III. Principals Report – Corrigan Rutherford

- a. Status of Waitlist
- b. Update on District Situation
- c. Things coming up



- i. Budget under development
 - ii. Employment agreements coming up in April
- d. Met with accounting firm to review finances and financial processes
- e. Looking at communications options for off campus activities (cell phones)
- f. Charter may need review/update (incorporate E-Learning amongst other things)
- g. Comprehensive E-Learning plan was drafted (tasked by SCED due to COVID-19) and is being used for current situation with students not able to come to school
- h. Background checks – SLED and programs available
- i. Investigating vending for server/web site space for policies, documents, etc.
- j. Waiting on District/SCED direction on 135 Day milestone
- k. Surveys were delayed but will go out as soon as possible
- l. Contacting Jan Pro to determine if Janitorial Service will be directed to shift their focus to doing a phased deep clean of every classroom during the COVID-19 shut down

IV. Report from Foundation

- a. 501(c)3 status approved by IRS
- b. Milestone on land approval, moving towards architectural review

V. Committee Updates

- a. Policy & Human Resources Kim
 - i. Restructuring of Policy & Human Resources Committee
 - ii. Inventorying policies to identify and prioritize policy gaps
 - iii. Creating set of Policies on Molestation & Abuse requested by Insurance provider
 - iv. Waiting on updated Policy Templates from Charter School Alliance
- b. Development & Fundraising Faith
 - i. Met in February
 - ii. Identifying “targets” to fundraise for
 - iii. Identifying funding sources and working to ensure efforts do not duplicate PCA
 - iv. Recruiting additional individuals with grant writing experience to serve on committee
- c. Military Bryan
 - i. Report from meeting with Colonel Terry (Mission Support Group Commander)
 - 1. Would like Board representation from Joint Base Charleston Leadership
 - ii. No PCS’s or deployments for next 60 days
 - iii. Base is exploring telecommuting options
 - iv. Air Show is cancelled
- d. Nominating Cynthia
 - i. Report on Board interest meeting and next steps
 - ii. Candidate recruitment will continue as scheduled and will not be delayed due to COVID-19
 - iii. Committee will meet before next Board meeting and present candidates to the Board
- e. Facilities Jason
 - i. Evaluation of existing facility needs
- f. Communications John
 - i. Set up Board Calendar and will distribute instructions for use to all Board members
- g. Academic Excellence Mark
 - i. Cancelled March 16th meeting (Coronavirus)



- ii. Draft completed of Middle School Survival Guide and High School Course Guide to help define what makes PSA a unique school and to communicate that to new students
- iii. Looking for Mentors for Capstone Projects
 - 1. Goal is for every Board member to secure 5 Mentors
 - 2. A list of topics/areas of interest will be provided to the Board
- h. Grievance Melissa
 - i. Mark Bowden
 - ii. Cynthia Hall
 - iii. Kim Shultz
 - iv. Bryan Coppage
- i. Ad Hoc Committee on Transportation
 - i. Coastal Transportation will not be providing services next year
 - 1. Exploring other options such as School Wheels – willing to provide service for >5% more than current service – school would be on the hook for guaranteeing ridership
 - 2. PSA has opportunity to purchase several 16 passenger buses (can be used for sports)
 - ii. Surveys to determine extent of need
 - iii. Trying to recruit people from Mount Pleasant
 - iv. Kim to put business case with the various options together by next Board meeting

VI. Executive Session

- a. Personnel Matter: Complaint Investigation
- b. Insurance Matter: Policy requirements for Liability Insurance

VII. Action Items

- a. Appointment of Jason Colonna to fill vacancy on Board of Directors created by resignation of Elizabeth Hallum approved unanimously via voice vote
- b. Election of Patrick O’Neill as Treasurer to serve in that position through August 31st, 2020 approved unanimously via voice vote
- c. Resolution to appoint Joel Baughman as Ex Officio Board member and Vice Treasurer through August 31st, 2020 approved 8-0 by voice vote
- d. Resolution to adjust Committee assignments approved 8-0 by voice vote
- e. 2020/2021 School Calendar approved unanimously by voice vote
- f. Resolution to create Human Resources Sub Committee of the Policy & Human Resources Committee approved 8-0 by voice vote
- g. Molestation & Abuse policies requested by Insurance Carrier
 - i. Policy: One on One Policy approved unanimously by voice vote
 - ii. Policy: Off-Site Contact Policy approved unanimously by voice vote
 - iii. Policy: Written Crisis Plan approved unanimously by voice vote
 - iv. Policy: Physical Contact Policy approved unanimously by voice vote
 - v. Policy: Verbal Interaction Policy approved unanimously by voice vote
 - vi. Policy: Gift Giving Policy approved unanimously by voice vote
 - vii. Policy: Field Trip Policy approved unanimously by voice vote
 - viii. Policy: Electronic Communication and Social Media Policy approved unanimously by voice vote
 - ix. January Financials approved unanimously by voice vote

VIII. Adjournment at 9:26 pm

Your Governing Board