



BOARD OF DIRECTORS MEETING

A meeting of the Board of Directors on June 16th at 6:00 pm at PSA and via webex

I. Administrative

a. Meeting call to order at

b. Board Members Roll Call

- Mark Bowden
- John Mulvey
- Melissa Knight
- Kim Shultz
- Bryan Coppage
- Faith Bongiorno
- Cynthia Hall
- Patrick O'Neill
- Jason Colonna
- Corrigan Rutherford [Ex-Officio]
- Joel Baughman [Ex-Officio]
- Destiny Grant [Ex-Officio]
- Amber Speights [Ex-Officio]
- Tony Chatfield [Ex-Officio]
- Mary Brown [Member Elect]
- Mary Blunt [Member Elect]
- Liliana Hudescu [Member Elect]

c. Non-Board Members Roll Call

- Keith McElveen [Foundation]
- Bernadette Brogan [Faculty Liaison]
- John Warder [PCA]
- Additional:

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. Acceptance of Minutes from last meeting

f. Public Comment

- i. None

II. New Business

- a. Re-Entry to School Committee
- b. Pandemic considerations and impact on Field Trips in 1st Semester
- c. 2020-2021 Budget
- d. Approve April Financials
- e. Review South Carolina Uniform Grading Policy
- f. Process for approval of International Grades
 - i. Background: PSA has several students (Military and Exchange) with international transcripts from their enrollment in non-U.S. Schools [Motion needed to approve]



- ii. In accordance with South Carolina Uniform Grading Policy dated February 12th, 2018, implementing S.C. Code Ann. 59-5-68, approvals of International Transcripts are a local decision based on local policy. [Motion needed to approve]
- g. PADEPP Principal Evaluator Training
 - i. 3 Board members needed to attend training for evaluating Principals
 - ii. Available dates 7/15, 7/20, 8/10, 8/31
- h. Joel Baughman to Review Cash Management practices for the school in general, the Athletic Department, and Academic Clubs
- i. Advanced Board Training with Public Charter School Alliance of South Carolina – 3pm-6pm July 21st (date of next Board meeting)

III. Old Business

- a. 2020/2021 PSA Employee Salary Schedule
- b. 2019/2020 Budget Adjustments
- c. Board Member Evaluations
- d. Rescheduled events:
 - i. Prom – July 25th
 - ii. Graduation – July 31st at CSU Lightsey Chapel

IV. Principals Report – Corrigan Rutherford

- a. Formal Principals Report at end of document

V. Report from Foundation

- a. Received 2nd funding installment
- b. 2nd Friday of the month proposed as regular meeting date of Foundation Board
- c. In discussions with existing Charter school regarding use of land

VI. Committee Reports

- a. Policy & Human Resources Destiny (Kim)
 - i. After researching previous approvals determined Ethics and Conflict of Interest, Grievance Policy & Procedure, Banking, Check and Credit Card Policy, and Cash Management and Donations Policy were all approved by past Boards and policy documents were located. The 2016/2017 project to use PCSASC Templates to develop a full policy set for PSA was never completed.
 - ii. Kim met with Destiny on 6/5 to pass on all policy documents, history of policy making at PSA, and objectives of Policy & HR Committee to prepare her for taking over as chair of the committee.
 - iii. Kim, Corrigan, Destiny, & Amber to meet on 6/10 to discuss Policy priorities for the summer.
 - iv. Next project: Adapt PCSASC Templates for PSA use (ECD 8/1/20)
- b. Human Resources Sub Committee Corrigan (Kim)
 - i. Reviewed survey results
 - ii. Discussed HR position
 - iii. Discussed new hires and remaining openings
 - iv. Reviewed complaints
- c. Development & Fundraising Faith
 - i. Will schedule meeting after next week
 - ii. Need survey information on grant writing skills
 - iii. Identifying “targets” to fundraise for



1. Contact at Google for Chromebooks grant – currently paused due to COVID
2. Volvo Community Grant due June 5th
- iv. Identifying funding sources and working to ensure efforts do not duplicate PCA
- v. Recruiting additional individuals with grant writing experience to serve on committee
- d. Military Bryan
 - i. Commentary from Colonel Terry (Mission Support Group Commander) who was attending PSA Board meeting along with Chris Gerry (JBC School Liaison Officer) and Tony Chatfield (to represent JBC on Board.
 - ii. Kim to set up meeting with Chris and representatives from Turner & Caudell to brief him on the SCHSL lawsuit.
- e. Nominating Cynthia
 - i. Committee met on 6/10 to review some summer tasks related to evaluating candidates
- f. Facilities Jason
 - i. Evaluation of existing facility needs
 - ii. Several Landscaping bids received, waiting on 1 more
 - iii. Custodial “checklist” in work to better define the regular maintenance requirements
- g. Communications John
 - i. Evaluating Technology needs and exploring solutions
- h. Academic Excellence Amber (Mark)
 - i. Did not meet in May
 - 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
- i. Grievance Melissa
 - i. Mark Bowden
 - ii. Cynthia Hall
 - iii. Kim Shultz
 - iv. Bryan Coppage
- j. Ad Hoc Committee on Transportation John
 - i. Reviewed potential costs for In-House option versus School Wheels
 - ii. Surveys to determine extent of need

VII. Executive Session

- a. Legal Matter: SCHSL Rule Changes Lawsuit
- b. Personnel Matter: Executive Performance Evaluations

VIII. Action Items

- a. Approved via electronic meeting the following Motions:
 - i. Motion made on 5/22: The Palmetto Scholars Academy Board, in accordance with the South Carolina Uniform Grading Policy dated February 12th, 2018, implementing S.C. Code Ann. 59-5-68, approves the ability of students to retake dual enrollment courses and for their GPA to be based on the higher of the two courses. Motion made by Kim and seconded by Faith. Motion passed with 9 approve, 0 disapprove, and 0 abstain on 5/23.



- ii. Motion made on 5/22: The Palmetto Scholars Academy Board delegates authority to approve individual requests to retake dual enrollment courses and receive credit for the higher of the two courses to the Principal for the 2019/2020 and 2020/2021 Academic School Years. Motion made by Kim and seconded by Faith. Motion passed with 9 approve, 0 disapprove, and 0 abstain on 5/23.
 - iii. Motion made on 5/29: The Palmetto Scholars Academy Board approves an individual Performance Evaluation Process using the format utilized for all previous employee evaluations. Motion made by Patrick and seconded by Kim. Motion passed with 7 approve, 2 disapprove, 0 abstain on 5/31.
 - iv. Motion made on 6/3: The Palmetto Scholars Academy Board rescinds approval of individual Performance Evaluation Process submitted to the Board on 5/29 and approved on 5/31. Motion made by Patrick and seconded by Kim. Motion passed with 9 approve, 0 disapprove, 0 abstain on 6/4.
- b. Approve April Financials
 - c. Approve 2020/2021 Budget
 - d. Approve 2020/2021 Salary Schedule (reference for employee salaries)
 - e. Approve process for approval of International Transcripts
 - f. Resolution to form Re-Entry to School Committee (subcommittee of Academic Excellence) to navigate Pandemic Related School Reopening plans
 - g. Resolution to appoint Tony Chatfield as Ex-Officio Board Member and designated representative of Joint Base Charleston Leadership

IX. **Adjournment** at
Your Governing Board

Principal's Report June Board Meeting