RLOACS Board Meeting

Meeting Minutes October 21, 2014 1398 Church Rd, Hardeeville, SC

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| Present:   Absent: | Dr. Rob McBrayer, Chair; Brandi Freeman, Secretary; Sheree Darien, Treasurer; Eunice Spilliards; Pershawn Patterson; Amleht Alston; Michelle Scott; Penny Daley; Dr. Karen Wicks, Executive Director; Ed Royall, Auditor from Elliot Davis  Anthony Altizer |
| Venue  Royal Live Oaks Academy  Next Parent Meeting: January 22, 2015 |  |
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A quorum was present.

* **Old business:** 
  + **Open Meeting** - Chair

Meeting was called to order at 6:30. Motion was made to proceed with minutes by Michelle Scott and seconded by Brandi Freeman. Unanimously approved.

* + **Approval of Minutes of September 21, 2014 Board Meeting** – Secretary – A motion was made by Michelle Scott and seconded by Brandi Freeman to accept the minutes, and the minutes were unanimously accepted.
* **New business:** 
  + **RLOA Mission Statement** - The Chair read the complete mission statement.
  + **Finance Report for September 2014**- Bill Moser presented and discussed at length changes for September. Motion to accept August budget was made by Brandi Freeman and seconded by Eunice Spillards. Unanimously approved.
  + **Audit Review**- Ed Royall, Elliot Davis, presented the June 2014 Audit for the 2013-14 Fiscal Year. Audit was discussed in depth and reviewed. Motion to accept the Audit was made by Sheree Darien and seconded by Amleht Alston. The Board unanimously approved.
  + **Update on Building, Finance, and Architectural Work** – Presented by Dr. Karen Wicks on behalf of Les Wicks.

**Café/Music Room/Modular Buildings.** We requested that Delisa Clark, Director of Office of School Facilities (OSF), come for final approval of new modulars at the end of September. We also requested final approval for cafeteria/music room on October 14th. Our superintendent, Dr. Brazell, promised to intervene to try to speed up the process. Apparently, a number of charter schools are awaiting approval of buildings and are in worse shape than we are.

**New Campus: *Financing.* USDA Application. Timing:** According to Michael Kirby of Raymond-James, our USDA application should be ready to submit in December. Full approval should come within 45-60 days (hopefully we can push things along quicker), and we should look to go out for bids in January. We should close shortly after receipt of bids. The final architectural drawings are almost complete. **Feasibility Study:** Derek Flanagan, CPA, Senior Manager, Eide Bailly LLP, and his team are conducting the Feasibility Study for the USDA mortgage loan application. They would like to meet with two or three Board members on November 5th. This is a half day for the school. They can meet after 5:00pm, if necessary, and need to schedule a time for each Board member who will meet with them.

* + **School Updates:**

* **Enrollment:** 545 at 10-21-14 (1st, 2nd, 9th, 10th not at capacity). We have had an influx of students within the last week, which helps us with our 45th day count (10-21-14).
* **Action Plan:** Dr. Buddy Coleman met with leadership team October 6-7 days to finalize the Action Plan and discuss how to adjust in Dr. Stevenson’s 6-week absence (maternity leave). (See attached agenda and Smart Objectives developed from the Action Plan.) At October 7th professional development, he introduced the staff to the Action Plan and to the reason for weekly data meetings of teachers, interventionists, and paraprofessionals with administrators. Superintendent Brazell agreed to contribute $500 toward the cost of Dr. Coleman’s consultancy fee and to pay for Dr. Terry Hitch to act as a mentor to teachers for an unspecified number of days to still be determined. Dr. Hitch was on campus October 14th and met with several middle and high school teachers. She plans to return each Tuesday as long as Dr. Brazell authorizes her visits. We have asked her to focus on differentiated instruction.
* **Weekly Data Meetings:** Dr. Wicks and Ms. Barr are meeting meet with K-5 teachers each Thursday during teachers’ planning, and Mr. Morse meets with 6-10 teachers each Thursday during teachers’ planning to go over what is working, what is not working, and what adjustments should be made for “bubble” students (within 10 points of meeting proficiency in reading and/or math), students who are seriously behind, and students who are advanced. Doris Jones, a kindergarten teacher with strong experience in using data collection and analysis to inform instruction, has been offering assistance to teachers in setting up and using a data notebook.
* **Federal Report Card Grade:** This information was embargoed until October 21st 10:00am. Results are attached. The School Report Card will be released to the public November 14th, and the district will issue a press release shortly thereafter. Middle school is the area of most concern, but we have significant work to do across the board. Our Action Plan, Smart Objectives, and staffing changes directly address these needs.
* **Meeting with Hispanic/Latino Parents:** On October 17th a meeting was held with the Hispanic/Latino parents. The meeting was facilitated by Parent Liaison Mrs. Rivera, and ESOL lead teacher Mrs. Chaves. Also representing the school was Dr. Wicks, ESOL teacher Mrs. Adesso, and PTO officers Colette Fogle and Meghan Langford. More than 50 parents attended. Mrs. Rivera described various initiatives of the school and asked for volunteers to assist the PTO with fundraising. Eight parents volunteered. Mrs. Chaves explained Measures of Academic Progress (MAP) scores and goals to set with children. Dr. Wicks updated parents on the recently completed renovations and the progress of the new campus planning, and she answered various questions. Parents turned in written comments with concerns and suggestions. In general, parents expressed their pride in our school and the good work we are doing. A few questions about grades, classroom temperatures, recess, food, and sports emerged. The parents would like to organize a Family Day and they would also like the school to provide some English classes. We are following up on their suggestions and requests.
* **Staff:** Ms. Curran has moved from 7th-8th grade social studies teacher to paraprofessional and Mr. Tim Donaldson is teaching 7th-8th grade social studies. Dr. Adesso has moved from 6th grade Math-Science teacher to high school math interventionist and Mr. Milton Fisher is teaching 6th grade math-science. We are seeking a 6th grade ELA-social studies teacher as we will soon be losing the current teacher to a coaching position elsewhere.
* **Old Campus: Status of Approvals for Renovations and New Modulars:** We requested that Delisa Clark, Director of Office of School Facilities (OSF), come for final approval of new modulars at the end of September. We also requested final approval for cafeteria/music room on October 14th. Our superintendent, Dr. Brazell, promised to intervene to try to speed up the process. Apparently, a number of charter schools are awaiting approval of buildings and are in worse shape than we are. We are currently seeking a 6th grade ELA-Social Studies teacher, as the teacher is moving to a coach position. On the afternoon of October 21st, the State Fire Marshall called to say the earliest date he can come for final fire inspection is Tuesday, November 4th, 9:00am. He does not know if Delisa Clark will be coming for final inspection of everything on that date. We have alerted her when he is coming and asked for clarification. Subcontractors have been apprised of the date to be on campus.
* **New Campus:** Derek Flanagan, CPA, Senior Manager, Eide Bailly LLP, and his team are conducting the Feasibility Study for the USDA mortgage loan application. They would like to meet with two or three Board members on November 5th. This is a half day for the school. They can meet after 5:00pm, if necessary, and need a time for each person.
* **State Funding:** The district informed us in July that we would not receive funding from the new state formula based on student sub-groups such as children of poverty, special education classifications, and English language learners in July as anticipated, but we would receive it after our 5th day count, with the September funding. In late September, the district informed us that we would not receive the new funds until after the 45th day count, which would be started in our December monies. At the district leaders’ meeting October 15th, Superintendent Brazell indicated that it may not be distributed until after the 135th day count, which would be sometime in May. In other words, we don’t know what time this year we will receive these funds. He also indicated that should we need some infusion of dollars in the meantime to let him know. He has not yet responded to an email asking how we would avail ourselves of such money.
* **Title 1 Plan:** Our Title 1 Plan was approved by the district on October 20th. We do not know when the district’s plan will be approved or when we can begin making claims against expenses covered under our Title 1 Plan.
* **Student Performers in the News:** We have some very talented and accomplished students. Yasmine Bolden (10th grade) and Sadie O’Connor (7th grade) won the talent contest for Jasper County Farm Bureau and will represent the county at the state competition in December. They represented the school at the Gopher Hill Festival and at the Jasper County Transportation Summit with local leaders and legislators. Yasmine is opening for Tasha Cobbs (gospel singer) later this month and Candace Glover (American Idol star) in November. Sadie won the Gopher Hill Talent Contest for her age group. She is in the May River Theatre production of *Annie Get Your Gun* the first three weekends in November. Under Dr. Wicks’ direction, Yasmine and Sadie are going to start a performance group of middle and high school students to encourage other students to develop their talent. In addition, Sadie is among 14 students who are in the Theatre Arts Club that Danielle Hilton (Sun City Volunteer) conducts on Fridays after school. The goal is to put on a production in the spring. We are exploring a couple of field trips to local theater productions over the next several months for middle and high school students.
* **Gospel Group:** Several high school students have put together a gospel singing group, by audition, and will be performing a couple of times in the fall/early winter.
* **PSAT:** On October 15th, fifteen 8th graders and all 10th graders took the PSAT. This prepares them for 11th grade administration of the PSAT, SAT, and ACT, which they take their junior year.
* **High School League Student Leadership/Sportsman Summit:** STEM Coordinator Mr. Floyd took high-achieving student athletes Yasmine Bolden, Dylan King, Hannah Keiffer, and James Pinckney to the October 14th SC High School League Student Leadership/Sportsman Summit in Columbia to expand their horizons. They participated in sessions from cyberbullying to college acceptance requirements.
* **Volleyball:** Courtney Resh was named to the Bluffton JV Volleyball tournament All-Star team Saturday during the volleyball tournament in which our volleyball team participated along with 10 other schools.  Each team had over 10 athletes on it, so this is great for Courtney and Royal Live Oaks that she was selected as an All-Star!  Way to go Courtney, Coach Rigdon, and all the girls on the volleyball team! The girls played well and made it to the Bronze level of the semi-finals where they played Charleston Math and Science Academy. Each game was close and the girls really played like a team. They lost the first game by about 5 points, won the second game, and lost the final game by 2 points. Everyone was on the edge of their seats. One spectator told them, "I really enjoyed watching you girls play. You played well, with excitement, and gave it your all. Can’t wait to see you next year."
* **Classroom Libraries/School Supplies:** Mrs. Moss, our PBL/Literacy Coach, has been actively seeking support for classroom libraries. She has secured many books from Abundant Life and asked for the local Library Organization to assist in preparing them for classrooms. She has also been successful in obtaining school supplies from Dollar General, which has an abundance of materials they are willing to donate.
* **Reading Initiatives:** This is our second year to participate in two initiatives: K-6 is participating in the Pizza Hut Book-It reading initiative. Teachers set reading goals for students to earn personal pan pizzas—one coupon per month. K-5 will begin the Six Flags Read to Succeed reading initiative this month. Students independently read a total of 6 hours to earn free tickets to Six Flags that will be used during the summer.
* **Cancer Fundraiser:** In September and October students raised money for Pennies for Patients for the 2nd year. So far students have raised almost $500. Our goal for the year is $1,000.
* **Fall Festival:** Friday, October 31st, we will celebrate the fall season with a fall festival parade in the parking area. Students will have the opportunity to dress in appropriate costumes and art students will offer face painting.
* **Spirit Week:** We will hold Spirit Week the last week of October in conjunction with the fall festival parade. Spirit Week will focus on cancer and bullying. When basketball season begins we will hold a Spirit Week featuring pep rallies and programs to enhance character development.
* **Report Cards** for the first 9 weeks will go home October 28th.
* **SIC/PTO Meetings:** The next School Improvement Council (SIC) meeting is Thursday, October 23rd, 5:00pm, room 6B. The next Parent-Teacher Organization (PTO) meeting is Thursday, October 23rd, 6:30pm, Red Dam Baptist Church. The volleyball team will be celebrated at the PTO meeting.
* **October newsletter** is attached.
* **Nomination Committee**- Sheree Darien, Rob McBrayer, and Brandi Freeman volunteered to explore and examine new candidates for upcoming November elections for next 2-year Board term. Two members of the Board are stepping down, Anthony Altizer and Michelle Scott. Their seats will need to be replaced. Two more members are up for re-election, Brandi Freeman and Pershawn Patterson. The ballot will be prepared and sent to stakeholders for voting before the November Board meeting.
* **Public Comment** – Danielle Hilton gave summary on the progress of the Theatre Arts/ Drama Club.
* **Executive Session**- No Executive Session was held.
* **Motion to Adjourn** – Motion to adjourn was made by Rob McBrayer at 7:56 and was seconded by Amleht. Unanimously approved.