RLOACS Board Meeting

Meeting Minutes October 22, 2015

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| Present:   Absent: | Dr. Rob McBrayer, Chair; Eunice Spilliards, Vice-Chair; Brandi Freeman, Secretary; Penny Daley; Anne Bridgers; Sergio Nuno; Dr. Karen Wicks, Executive Director; Les Wicks, Facilities Development; Tracy Moser, Kelly-Moser Consulting;  Sheree Darien, Treasurer; Amleht Alston |
| Venue | Royal Live Oaks Academy, 1398 Church Rd, Hardeeville, SC |
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A quorum was present.

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

The meeting was called to order at 6:31 pm. A motion by Brandi Freeman was made and seconded by Penny Daley to start the meeting. The motion passed unanimously.

* + **Approval of Minutes of September 15, 2015 Board Meeting**  – Secretary – Anne Bridgers made a motion, which was seconded by Eunice Spilliards to accept the minutes of the Board Meeting, and the minutes were unanimously accepted.
* **New business:** 
  + **RLOA New Mission Statement** - The Chair read the complete mission statement.
  + **Finance Report for September 2015** – Tracy Moser presented and discussed at length the September Finance Report. Brandi Freeman made a motion, which was seconded by Penny Daley, to approve the September Finance Report. The motion was unanimously approved.
  + **Update on Building, Finance, and Architectural Work** – Les Wicks informed the Board of the progress of the two new modular buildings. Work is slightly behind schedule due to weather. The buildings should be ready for inspection by OSF in about 30 days. New Campus: We are at the end of the paperwork cycle from USDA. Monies have been approved and set aside for the New Campus. JEDA has approved and set aside our bonding. Bids go out in December and we anticipate shovels in the ground in January.

**USDA Loan for New Campus Project: Loan Resolution and Letter of Conditions-** Rusty Craven from Rural Development presented and discussed in great detail the Loan Resolution and Letter of Conditions. A motion to approve the Loan Resolution was made by Brandi Freeman and seconded by Pershawn Patterson. The motion was unanimously approved. Brandi Freeman made a motion, which was seconded by Pershawn Patterson, to accept the Letter of Conditions. The motion was unanimously approved. Brandi Freeman made a nomination for Les Wicks to be the Board’s representative to the USDA Rural Development Office. Anne Bridgers seconded the nomination. The Board unanimously approved the appointment, and Les Wicks accepted.

**Close-up Washington Field Trip Presentation-** Members of the Student Government and high school teacher, Mr. Darus Williams, made a presentation to the Board for a Close-Up Washington Field Trip in June 2016. This Field Trip would be paid for by students and through sponsorship. This educational trip would give students exposure to the national legislative process and provide opportunities to visit historic sites and be educated further about the history of our country.

**Joint Service Military (JSM) Club Presentation-** High school student Landon Gaymon made a presentation to the Board for an alternative to ROTC. JSMC would cost approximately $200 per participating student and would require volunteers from former or current military service personnel to train students in military exercises, character development, and survival skills. The Board would need to consider adding the funds in next year’s budget. The Board requested a list of volunteers and further specifics about the program in the January meeting in order to make a final decision.

**School Updates –** Dr. Wicks presented school updates:

* **Enrollment:** As of October 19th, enrollment continues to hover around 545.
* **Beta Club:** The Beta Club Induction Ceremony is October 26th, 6:00pm, at Hilton Head Lakes Lake Club.
* **Literacy:** The Literacy department has partnered with the coaches in an effort to spread the love of reading with our scholars. October first marked the commencement of Royal Live Oak's first ever administrative reading initiative. We support the old, but seemingly relevant, adage that tells us to lead by example. Each week we have an administrator go into classrooms to read to the scholars. As of today, the scholars have received every administrator very well.  In addition to our TRI-Reading initiative, we have our weekly D.E.W. This drop everything and write initiative compliments our TRI-Reading initiative since our goal is to aid our scholars in their writing skills and reading fluency and comprehension. The D.E.W exposes the scholars to a variety of prompts that require them to write in different modes.  Students in K-6 are working on their Big Game Contest Chants and Raps, which will align with the SC Oversight Committee state-wide reading initiative.
* **Young Scholars Program:** Young Scholars have completed a wordless comic book using the Pixton software.  This comic book summarizes their personal goals, hobbies, personalities and culture.  Peers are currently writing no more than 5 pages about their perceptions of their peers’ goals , challenges, etc. expressed in the comic book.  Students collaborate with their peers to revise narrative for accuracy and refine their written product.  All work is posted on Google Classroom, which is very similar to the Blackboard program used at the college level.  Career readiness skills are applied to each project in this class.  Passports for Cultures Day have been completed, and we are very excited about the upcoming field trips to USC in Columbia on October 29 and the Model United Nations on Nov. 4-5. Young Scholars are working on many exciting projects in response to text. They are creating a non-electronic, interactive, and appealing social media page.  The first one has been finished and it is an awesome piece of art that combines the meaning of an acrostic poem about our school vision with creative ways for other students to provide feedback.  All this content is combined on a poster with features similar to an electronic social media page.
* **ESOL Program:** ESOL students began their second book of the year.  Each book is analyzed in the vocabulary and reading centers.  Students write in response to a topic related to the book in the writing center.  Students who attend the Writing Only centers are beginning their second essay after a careful process of creating a first draft, editing, and publishing their final drafts on EDMODO accounts for sharing with each other.  Their first essay was an autobiography and they are currently writing a descriptive essay about fall and their closets.  Every class provides modeling, illustrations, guided support, and creativity.
* **Special Education:** As of October 15, 2015 we have 43 active special education students. We have one student in the process of evaluation and three students who have been referred for services. The district Comprehensive Program Review (CPR) has had three required submissions. These were done on time and there were no program concerns noted. Staff development will begin during the second nine weeks in the areas of strategies for working with special education students, documenting accommodations, and the referral process.
* **Imagine Learning:** Teachers in K-6 will be receiving training on Imagine Learning on10/23/15.
* **Project Lead the Way** under the direction of Mr. Floyd and Ms. Blathers is working well. The students and teachers are excited about the science experiments they are conducting.
* **Student Newspaper:** The high school Newspaper class has created a new design and student feature articles for the student newspaper that gives a whole new feel to sharing news about our school.
* **Teacher Evaluations-Student Learning Objectives:** Teachers in K-6 have completed their Student Learning Objectives as mandated by the South Carolina Department of Education for teacher evaluation. Teachers in 7-11 are completing their Student Learning Objectives this week. The school’s deadline is October 30th.
* **RTI and MAP Testing**: MAP testing has been completed and interventions are occurring. The RTI department has been busy meeting with students across multiple grade levels.  Interventionists have been working with teachers to create schedules for pull out times, meeting with groups frequently throughout the week, and have started progress monitoring their students.  We are all very optimistic about the abilities of our students and the potential they possess.   MAP parent conferences will be held on October 23rd and 24th in the afternoons. Winter MAP testing will begin December 2 and go through the 16th.  Teachers will be trained during professional development to administer the MAP tests in their classroom.  This will alleviate the stress of having one or two people responsible for testing and provide teachers with immediate access to student progress. The RTI department is meeting with ESOL and SPED to create guidelines for placing students in various tiers.  Each meeting will be a part of the revamp of the RTI policies and procedures from 2012. This process will clarify what teachers, administrators, and parents need to do when beginning the RTI process.  We look forward to Amy Kaufman joining us as RTI Coordinator beginning November 2nd. She is a literacy specialist with many years of experience as assistant principal in Beaufort County and director of literacy programs.
* **Testing:** The PSAT was administered on October 14th and we await scores from the College Board. We are preparing for the administration of CoGat and Iowa Assessments for 2nd grade and 5th-10th grade Young Scholars.
* **Community Service:** Students and staff brought in more than two carloads full of supplies for flood victims. In addition, students have begun bringing in change to donate to the Leukemia Foundation. The class with the most funds will receive a free pizza party.
* **5th Grade Playground Project:**  $15,000 was awarded by Kaboom! for a playground if we raise the other $15,000 and use a Kaboom! Vendor for the playground equipment. Students have raised approximately $3,000 so far.
* **Community Helpers Day** was on October 15, 2015. We had representatives from the local library, police force, EMT, fire department, and a judge to make presentations in grades K-5.
* **Yearbook:** Yearbook sales are beginning with picture day, which is scheduled for October 22nd. Students are producing the yearbook with a special program that will allow more flexibility in design and production.
* **Guidance:** The week of October 19th we will recognize Bully Prevention Week with themes each day.  The week of October 26th we will recognize Red Ribbon Week with themes each day.
* **Dances:** The **Middle School Dance** is on October 23rd from 6-10. The **High School Dance** is on October 30th from 6-10.
* **Art:** NJAHS/NAHS will host a workshop after school on October 28th for students to make masks for the dance or Halloween. Mr. Pope and Ms. Moore have been posting students’ artwork on Artsonia.
* **The K-5 Fall Festival** is on October 30th during school hours.
* **Drama Production:** December 4th the Drama Club will be presenting a holiday production themed for the winter and Christmas. They will also perform again in the spring, and we will host another talent show in the spring.
* **Field Trips** for K-6 have been planned for the entire year.
* **IT:** The door phone is installed and will be connected as soon as the cabling has been completed. The office phones now connect to the classrooms. Announcements will be able to be made on them soon. All required items for the new cottages have arrived (i.e. projectors, computers...). As soon as they are ready, cables will be run and installation completed.
* **Staffing:** Both 4th grade teachers have resigned because of personal family issues. At present, we have long-term substitute teachers, paraprofessionals, and the following arrangement with certified teachers who were willing to “take one for the team” while we continue to seek certified elementary teachers: Mr. Floyd and Ms. Blathers teach the science block. Mrs. Hector teaches the ELA block. Ms. Schoenherr teaches the math block. Mr. Dixon teaches the social studies block.
* **Charter Amendment-**  Dr. Wicks indicated that the district has asked that we send the revised Educational Program as a Charter Amendment. Brandi Freeman made a motion, which was seconded by Anne Bridgers, that the Charter Amendment for the revised Educational Program be signed and sent to the district. The motion was unanimously approved.
* **Ballot for Upcoming Elections -**The Ballot for Upcoming Board Elections was presented by the Nominating Committee. The nominees are as follows: Amleht Alston, Greg Chambers, Penny Daley, Sheree Darien, and Rob McBrayer.
* **Measures of Academic Progress (MAP) Results –** Response to Intervention (RtI) Assistant Ms. Schoenherr presented the latest MAP data from recent testing to the Board. She and Dr. Wicks answered the Board’s questions about specific data and the RtI process.
* **Public Comment** – No public comment.
* **Executive Session**- None
* **Motion to Adjourn** – A motion to adjourn was made by Eunice Spilliards at 8:45 pm and was seconded by Pershawn Patterson. The motion passed.