



Royal Live Oaks Academy

Of the Arts and Sciences Charter School

1398 Church Road, P.O. Box 528, Hardeeville, SC 29927

Phone: (843) 784-2630 • Fax: (843) 784-2623 • www.rloacs.org

RLOACS Board Meeting

Meeting Minutes June 15, 2017

Present: Dr. Rob McBrayer, Chair; Eunice Spilliards, Vice-Chair; Sheree Darien; Sergio Nuno; Amleht Alston; Deanne Spikes; Anne Bridgers; Dr. Karen Wicks, Executive Director; Les Wicks, Facilities Development; Guests: Elliott Smalley, South Carolina Public Charter School Superintendent; Dana Abbott; Taylor Fulcher; Samuel Mokeba, Attorney; Thelma Alston, Former Board Member; Brian Morse, Chief Academic Officer and Mrs. Terri Moss, Director for Curriculum K-12 and Middle-High School

Absent: Kelli Boniecki, Secretary; Greg Chambers, Treasurer; and Bill Moser, Kelly-Moser Consulting

Venue: Student Dining Hall

A quorum was present.

☐ **Old business:**

- **Open Meeting** - The meeting was called to order at 6:30 pm by Chair Dr. McBrayer. Dr. McBrayer opened with an introduction of attendees. DeAnne Spikes made a motion to approve the agenda. Eunice Spilliards seconded the motion and the motion carried.
- **Approval of Minutes** – A motion was made by Eunice Spilliards and seconded by Amleht Alston to accept the minutes of the May 16th Board Meeting and the motion carried.

☐ **RLOA Mission Statement** – Dr. McBrayer read the mission statement of RLOACS.

☐ **Executive Session** – At 6:50pm, Chair McBrayer called for Executive session to discuss a personnel matter. Sheree Darien made a motion to go into Executive Session. Eunice Spilliards seconded the motion and the motion carried. At 7:19pm, Chair McBrayer made a motion to return the Board out of Executive Session. The motion was seconded by Sheree Darien and the motion carried.

☐ The board resumed regular session at 7:22pm.

☐ **New business** –

- Superintendent Smalley and the District team made statements regarding the Letter of Caution



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that cited that RLOA was not in compliance with the demographic makeup of the student population. Q & A regarding demographic makeup of student population ensued. Dr. Wicks asked Mr. Smalley to share more about the concern regarding RLOACS (per the letter). Per Mr. Smalley, the statute requires charter schools to be within 20% of the county district's demographics. According to the law, RLOACS should have a higher African-American population as well as proactively diversifying student ratios. RLOACS must answer the question does our student body truly mirror our best efforts to recruit 20% of the county demographics. The notification (letter) serves as a reminder to operate within the statute. Dr. Wicks provided evidence that RLOACS mirrors the demographics of the county and that 60% of Caucasian students attend private schools, thus skewing the numbers.

- The board expressed concern with the language used within the document serving as “a letter of caution”. Mr. Smalley stated, “Essentially, the letter serves as an accountability tool.” He added “that the school is listed just under excellent. He also shared the benefits which will directly impact RLOACS with the use of the new School Performance Framework (SPF). Taylor Fulcher offered to knock on doors within the community to reach parents and students. Dr. Wicks welcomed her to join Dr. Stevenson and her team on their outreach efforts. In closing, Mr. Smalley informed the Board that his top priority this upcoming school year is funding for transportation.
- **Finance Report for May 2017 – BUDGET REPORT** Lines 1 and 23: Continue to bring in funding. Lines 5, and 20-22: Updated for 135 Day data. Lines 7 and 8: Confirmed allotment. Line 32: Revenue increased by \$71.5K. Lines 33, 39, 56-59, 62, and 83: Companion expense lines to Lines 7 and 8. All Highlighted Expense Lines: Updated based on YTD + projected to EOY. Line 202: Budget Balance increased by \$6.8K. Line 206: Continuing activity. Line 208: New expense line. Line 209: Moved to FY-18. Line 210: Fund Balance increased by \$212.2K.
- **Profit and Loss MTD and YTD Comparison** - Total Income for the fiscal year is \$7.376M. Net Income for the fiscal year is \$1.468M.
- **Balance Sheet** - The Total Checking/Savings line is \$749,853.78. The Due from Federal line is Title 1 and IDEA. The PrePaid Expense line is computer lease, trash service, and liability insurance. The Total Liabilities line is current as of 05-31-17.
- **MAY 2017 FINANCIAL NOTES FY-18 Annual Operating Budget (THIRD READING for APPROVAL)** Highlighted revenue lines updated based on revisions to May Report. Highlighted expense lines updated based on current information. Salaries. Retirement. Unemployment. Projected Budget Balance is \$1.291M. Retirement Credit added. Line of Credit added. SCCLF Note added. Projected Fund Balance is \$1.133M.
- Dr. Wicks reviewed the May finance reports in Mr. Moser's absence. The Chair called for the Board's approval of the May financials and the 3rd reading of the budget. Eunice Spilliards made a motion to approve the May financials as presented and Anne Bridgers seconded the motion, which carried unanimously.



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Update on New Campus Financing –

☐ School Updates

- **Enrollment:** Projected enrollment for 2017-18 SY is well over 650 with a waitlist near 200.
- Mrs. Moss reviewed school culture data and survey results. The Board, Dr. Wicks, Mrs. Moss, and Mr. Morse discussed the implications of the results and how leadership continues to work to maintain an excellent school culture.
- **New Campus Project**
- Michael Kirby, Raymond-James Municipal Advisor, is reaching out to Eide-Bailley to determine a timeline and cost for performing an updated Feasibility Study and to John L. Emmerling, MAI, from Pinnacle, for a timeline and cost for performing an updated appraisal. The New Campus Financing Group believes that the school could well afford a \$2.5m gym based on updated financial projections. Once we have this information, we will send the USDA State Director, Michele Cardwell, an email outlining a timeline and our expectations from the appraisal and Feasibility Study to determine if she needs any additional documents.
- **Summer Reading Program:** Ms. Ellington, Ms. Mason and Ms. Porter are providing summer reading instruction to an average of 24 students, Monday to Thursday. Reading A to Z activity reports indicate that since beginning independent practice on June 5, the group on average has achieved 50% of the required points to gain the next reading level. In addition to individualized instruction, each teacher is also completing reading and writing workshops with students and requiring nightly reading on students' reading level.

ELEMENTARY:

Areas of Effectiveness:	Areas of Refinement:
<ul style="list-style-type: none"> - Introduction of Fountas and Pinell for Reading Level Baseline data, progress monitoring, and end of the year comparison. - Use of TE21 Benchmark Data for Science and Social studies. - Implementation of RACES Writing Initiative - More Parent/Community/Family Engagement Activities. 	<ul style="list-style-type: none"> - Literacy Rich Classroom Environment (specifically, student work, displays, authentic posters). - Well defined literacy block (shared reading, writers' workshop, independent reading, etc.). - Effective Classroom Centers. - How to use MAP/Benchmark data to guide instruction.



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- Teacher and student support from Literacy Team, Counselor, and Elementary Admin.

MIDDLE:

Areas of Effectiveness:	Areas of Refinement:
<ul style="list-style-type: none"> - Use of daily/weekly/quarterly parent communication via letters, conferences and digital messaging tools. - Use of common assessments and assessment tools. - Implementation of cross-curricular PBL w/multiple levels of feedback. - Culture training through morning meetings, homeroom Second Step lessons and school-level intramural activities. - Weekly PLCS for data analysis and team planning. 	<ul style="list-style-type: none"> - Improve student supervision during transitions. - Improve scheduling to lower number of teacher preps and allow for appropriate lunch/planning breaks. - Adopt best practice strategies that will catapult students into the +/-70th percentile for each standard assessment.

HIGH SCHOOL:

Areas of Effectiveness:	Areas of Refinement:
<p>Graduated 100% of our senior class.</p> <p>Use of TE21 Benchmark Data for EOC courses.</p> <p>SAT/ACT/WorkKeys scores have improved over last year.</p> <p>Building a successful sports program.</p>	<p>Building a learning community (training teachers to develop learners).</p> <p>Better organization and dissemination information with students and parents.</p> <p>Building a <i>Professional</i> Cohesive Community.</p> <p>Using data (MAP/Benchmark/ACT</p>



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Workkeys) to guide instruction.

- ☐ **Public Comment** – No public comments.
- ☐ **Other Business** – A reminder: There will not be a board meeting in July. The Board will reconvene on August 15th. Dr. Wicks informed the Board that Mr. Andrews, JCSD Superintendent, visited this week regarding the cost to remove old buildings to meet safety standards. RLOACS has spent \$33k to date and anticipates expending an additional \$10K to meet compliance. A suggestion was made to credit 3 month's rent or over a specific timeframe reducing the lease amount (currently \$11k per month). Both explored ways to help Jasper's children be academically successful through possible collaboration and sharing expenses (i.e. athletics). The county's gymnasium would cost approximately \$10k annually. In addition, Dr. Wicks informed him, per the State Department of Education, RLOACS students may attend ACE.
- ☐ **Motion to Adjourn** – With no further business to discuss, at 9:24pm Chair Dr. McBrayer made a motion to adjourn. DeAnne Spikes seconded the motion, and it carried unanimously.