RLOACS Board Meeting

Meeting Minutes April 18, 2017

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| Present: Absent: | Dr. Rob McBrayer, Chair; Eunice Spilliards, Vice-Chair; Greg Chambers, Treasurer; Sheree Darien, Secretary; Kelli Boniecki; Sergio Nuno; Amleht Alston (via phone); Dr. Karen Wicks, Executive Director; Les Wicks, Facilities Development; Bill Moser, Kelly-Moser Consulting (via phone); Dr. LaQuandra Stevenson, Elementary School Assistant Principal; Brian Morse, High School Assistant Principal; Ryan Floyd and the RLOACS Robotics Team.  Deanne Spikes and Anne Bridgers |
| Venue: | Student Dining Hall |
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A quorum was present.

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

The meeting was called to order at 6:35 pm by Dr. McBrayer. Eunice Spilliards made a motion to approve the agenda. Kelli seconded the motion and the motion carried.

* + **Approval of Minutes of Board Meetings** – One date correction was made to last month’s meeting minutes. The month recorded was changed from January to February. A motion was made by Eunice Spilliards and seconded by Greg Chambers to accept the minutes of the March 21th Board Meeting and the motion carried.
* **New business:**
* **RLOA New Mission Statement** – Dr. McBrayer read the mission statement of RLOACS.
  + **Finance Report for March 2017** – **Budget Report** Line 4: Removed previous Bond Revenue. Line 6: Updated for projected 135 Day ADM data. Line 25: Updated based on YTD + EOY projections. Line 32: Revenue decreased by $671.4K. All Highlighted Expense Lines: Reviewed, reconciled, revised to mitigated revenue decrease. Line 197: Budget Balance decreased by $344.3K. Line 200: Construction AP removed. Lines 202 and 203: New expense lines. Line 204: Fund Balance decreased by $158K. **Profit and Loss MTD and YTD Comparison** Total Income for the fiscal year is $5.891M.  Net Income for the fiscal year is $1.079M. **Balance Sheet** The Total Checking/Savings line is: $593,803.41. The Due from Federal line is Title 1 and IDEA. The PrePaid Expense line is April rent. The Total Liabilities line is current as of 03-31-17**. FY-18 Annual Operating Budget (FIRST READING)** Maintain 650 Students. Proposed salaries updated. 4% across-the-board insurance increase (health, liability, property). Revised $300K Construction Contingency posted.
  + The Chair called for the Board’s approval of the March financials. Greg Chambers made a motion to approve the March financials as presented and Eunice Spilliards seconded the motion, which carried unanimously.

**Update on New Campus Financing –**

* USDA still has not provided the document that Oppenheimer needs to get the notes out to market. Per USDA’s representative, the document is expected tomorrow.
* The board received a handout of the preliminary financing timetable for the RLOACS $17,300,000 \*Series 2017A and $300,000 \*Series 2017B (taxable notes). **\*Preliminary, subject to change.**
* A response to USDA questions was included in the board packets. Dr. Wicks sent an email to USDA to which they replied “still under review”. Currently awaiting the state office representative, Michelle Cardwell’s, signature to issue a waiver letter.
* Board members inquired whether it would benefit the process if we phoned Ms. Cardwell to request a quick turnaround. Dr. Wicks supported the recommendation.
* **School Updates**
* **Enrollment:** We continue to hover around 630.
* **General:** We will be hosting the Regional District Meeting on Friday, April 21st, 9:00-3:00. Other school leaders will have the opportunity to visit classrooms and learn from our experience in personalization, project-based learning, and a STEAM-focused curriculum.
* **Elementary:** Grades 3-5 took the mock practice text-dependent writing test the week before Spring Break in preparation for the state writing test. DRA2 testing for kindergarten is scheduled for May 17-28.
* **Middle School:** 
  + Support sessions are continuing with students who have F1 scores below 60% in any one core area (ELA, Math, Science, Social Studies).
  + Current Curriculum Focal Points:
    - ELA has switched gears into RACES Writing Training in preparation for the state writing test. We will find opportunities to return students to independent reading using small group tools since we had the best benchmark assessments when students worked in this fashion.
    - Math is continuing through grade level standards while Math Lab teachers are working with the Assistant Principal to identify weak standards from earlier in the year and model methods for solving problems in those standards.
    - Science/Social Studies are focusing on best practice use of the support document for B classes. Their data show that they need more attention to the elements of instruction that will be tested. Engagement is positive. We need to boost retention of key ideas.
* **High School**:
  + The soccer team is 6 -4, presently third in our region.
  + Benchmark testing data analysis and modifications have been taking place with teachers in preparation for state EOC exams.
  + AP exams for US History, Biology and Computer Science will be administered at TCL May 5 and 8.
  + Our Teacher of the Year, Mr. Pope, is among the finalists for District Teacher of the Year.
* **Robotics/Engineering:**
  + Our 3 robotics teams competed at the World Robotics Open Championship in Iowa the week before Spring Break. The high school team placed #15 with a 6-4 record against fierce international competitors, losing in the quarter finals when their partners had connection and mechanical problems. The middle school team did not fare as well against very strong Chinese teams. Overall, it was a tremendous learning experience that has motivated the teams to get started on next year’s robots with the knowledge they gained from participating in this level of competition. The teams raised the majority of the money needed for the Iowa trip and will continue the fundraising after Spring Break. Students will find out Saturday, April 22nd, the new challenge and they are ready to begin immediately. Students will fundraise to fund next year’s teams. They will hold a Robotics Camp this summer for younger students, go to Coastal Carolina Hospital to see their Da Vinci robots, potentially add a fourth robot next year (tying us with West Ashley for the largest robotics program in the state), and possibly hold our first competition.
  + Our STEAM program has some incredible things to look forward to next year. We are expanding our engineering course offering to 6 classes in high school and growing our robotics team to be the largest in the state. We will be increasing STEAM in elementary school through both engineering educational units and summer camps and continuing to build the Royal Live Oaks brand in our area.
* **Assessment**:
  + **ACT WorkKeys Training:** In the Grade 11 Workkeys training meeting, students elected to take the test on April 19, the Wednesday after Spring Break. That gives students the opportunity to use the Keytrain program to prepare. Username/password cards have been distributed.
  + **Middle School benchmarks** were completed on April 6. Final data will be gathered after Spring Break.
  + **EOY Assessment**: To allow for smooth accommodations and scheduling with minimal staff, all tate sSC Ready and PASS tests will be given at the same time, on the same day for all subjects. Historically we have had no trouble with this since the test runs from our in-house server.
* **English as a Second or Other Language (ESOL)/Title III:** RACES is taking place on Mondays and Tuesdays until the state SC Ready-ELA test is completed. On Wednesdays and Thursdays, all centers are working toward our goal of 2-3 publications per student on EDMODO. The Board is invited to join our EDMODO account and comment on students’ publications.
* **Title I:** We await approval of the last two submitted documents regarding Title I additional funding of $20,000 for paraprofessional salaries.
* **Special Education**: Special Education students who are tested using the SC Alt and NCSC assessments completed this week. The window closes on April 28, 2017. Interventionists have prepared the students for benchmarks that will be held after Spring Break.
* **Field Trips:** 
  + The BETA Club field trip to Discovery Place in NC was rescheduled for April 21st.
  + The 3rd grade trip is scheduled for May 25th to the Georgia Aquarium.
  + The 2nd grade trip is scheduled for May 4th to Ripley’s Believe it or Not.
  + Kindergarten’s-trip is scheduled for May 17th to Dolphin Tours and Candy Kitchen.
  + Ms. Moore’s digital media class is scheduled on May 19th to go to Savannah Morning News.
* **I.T.:** 
  + Ms. Moore has been in contact with Doug Barnett from Cantey Technology regarding E-Rate. He informed us that we can file for Category 2 services on our 470 that include maintenance of the existing network. This will be crucial when setting up the network on the new campus. He also suggested that we file the E-Rate forms ourselves in order to save the money from paying a consultant. He put Ms. Moore in touch with two people from the Charter School Alliance who will assist in filing for a small fee. We have already filed for this year, but will add category 2 in the coming years.
  + The district offered us a surplus of computers and technology for free. Ms. Moore secured more than 20 laptops, a dozen tablets, mice, headphones, and other needed equipment. This will save significant dollars in next year’s budget.
  + Ms. Moore and Mrs. Anderson are working on the technology budget portion of the technology plan. They are modifying the template Cantey Technology sent to meet our needs to help plan for the next 2-3 years.
  + Ms. Moore is developing a campus-wide set of standards for computer science based upon national standards. This will help us to plan more effectively for technology in the future. It will also set a requirement for the information being covered in all computer classes on campus.
* **Public Comment** – No public comment.

* **Executive Session** – At 7:42pm, Chair McBrayer made a motion to go into Executive Session to discuss a personnel matter. No votes or decisions were made. At 8:33pm, Chair McBrayer made a motion to come out of executive session. Anne seconded the motion, and the motion carried. Chair McBrayer made a motion to approved the 2017-18 number budgeted for the Executive Director. Eunice Spilliards seconded the motion, and the motion carried.
* **Other Business –** At 8:33pm, Chair McBrayer returned the board to regular session.
* **Motion to Adjourn** – With no further business to discuss, at 8:34pm Greg Chambers made a motion to adjourn. Eunice Spilliards seconded the motion, and it carried unanimously.