APPROVED

Liberty STEAM Charter

Minutes

LSC FOUNDING BOARD OF DIRECTORS ACADEMIC EXCELLENCE COMMITTEE

AGENDA FOR REGULARLY SCHEDULED MONTHLY MEETING

Date and Time
Thursday April 8, 2021 at 3:00 PM

Location
LSC Administrative Offices
117 North Main Street
Sumter, SC 29150

Google Map of Meeting Location

This meeting is held in accordance with the Freedom of Information Act. A copy of the agenda has been made available to the local media & general public.

Mission: Liberty STEAM Charter (LSC) works to provide all students equal access to a world-class K-12 education in an academically rigorous & student-centered learning environment, creating graduates to be thoughtful & engaged citizens prepared to take on the leadership challenges of the 21st century.

Vision: In partnership with our families & the community, Liberty STEAM Charter (LSC) will provide interdisciplinary, real-world, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of leaders, employers, and employees who contribute to the economic well-being of their communities and families.

Committee Members Present
Bronwyn McElveen (remote), Khalil Graham (remote), Rodney Thompson (remote), Trevor Ivey (remote)

Committee Members Absent
None

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Trevor Ivey called a meeting of the Academic Committee Committee of Liberty STEAM Charter to order on Thursday Apr 8, 2021 at 3:00 PM.

C. Invocation

An invocation was provided by Dr. Trevor Ivey.

D. Reading of the Mission Statement

Dr. Khalil Graham read aloud the mission statement.

E. Reading of the Vision Statement

Dr. Rodney Thompson read aloud the vision statement.

F. Pledge of Allegiance

The pledge of allegiance was led by Dr. Ivey.

G. Approve Today's Meeting Agenda

Bronwyn McElveen made a motion to approve today's meeting agenda as presented.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

H. Approve Previous Meeting Minutes

Bronwyn McElveen made a motion to approve the minutes from FOUNDING BOARD OF DIRECTORS ACADEMIC EXCELLENCE COMMITTEE on 03-04-21.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Academic Excellence

A.

Review of 90 Day Action Plan

Dr. Graham reviewed the committee's goals agreed to at the board retreat as outlined in the 90-day action plan.

- Complete Curriculum Study & Adopt K-1 Curriculum Choices
- Adopt Scholar Handbook & Adopt Draft Family Handbook
- Adopt Employee Handbook
- Adopt 2021-22 Academic Calendar
- Finalize Employee Work Day Agreements
- Establish partnerships to support LSC's Unique Educational model

No new items were added to the committee's 90-day action plan.

B. Review of Progress to Goals

Dr. Ivey reviewed the current progress to goals from the committee's 90-day action plan.

- Curriculum Study (Complete)
  - Committee recommends Eureka, PLTW, Open Circle, & EL curricula be included in the FY 2021-22 budget; recommendations referred to the Finance Committee (with actual purchase costs).
- Draft Version of Scholar Handbook in Progress (Revisions have been received - Ongoing)
- Draft Version of Family Handbook in Progress (Revisions have been received - Ongoing)
- 2021-22 Academic Calendar (Complete with Revised Start/End Dates)
  - The full board voted to approve the calendar at the February 8th meeting, but start/end dates were added as part of the SCPCSD pre-opening conditions. There will be four quarters: quarter 1 (48 days), quarter 2 (47 days), quarter 3 (46 days), and quarter 4 (45 days).
- Employee Work Day Agreement Start/End Dates (Complete)
- Draft Version of the Employee Handbook (Complete with Revisions Made
  - Sent to full board with a vote scheduled by the Chairman at the April 12 meeting)
- Expand Partnerships to Support LSC's Unique Educational Model
  - LSC finalized a partnership with Teach for America to support the placement of three (3) corps members for SY 2021-22.

C. Review of Relevant Documents & Reports

The academic excellence committee received both a detailed presentation from USC Aiken and Clemson requesting to partner with LSC in the establishment of a local *Call Me MiSTER* cohort and an instructional staffing update.

- The proposal to establish the *Call Me MiSTER* cohort includes funding to cover living stipends for three program participants (total of $15,000) in addition to an

advisor stipend ($5,000) for a total annual cost of $20,000. One of the program requirements is that students participate in a "live and learn" community. Since USC Sumter does not have any residential facilities, the funds that Liberty provides would cover the costs associated with housing the program participants for one year. In exchange for the funding, each participant would agree to one year of service post-graduation at the charter school in addition to assisting with the school's ASPIRE (after-school program). There were concerns from committee members about the start-up cost and the fact that it would be recurring.

- A total of 24 individuals members have been hired as part of the Primary Academy campus instructional staff to include three support and 21 classroom-based support positions.
    - 100% of Instructional Staff Hired (Complete)
        - 52% Minority, 100% Certified Teachers as TOR, 71% Total Certification, 155 Years Exp.
        - 3/3 Instructional Support Staff (3:1 Application Ratio with 31% Applicants Selected)
        - 10/10 Teaching Fellows (3:1 Application Ratio with 32% Applicants Selected)
        - 11/11 Lead Teachers Hired (4:1 Application Ratio with 26% Applicants Selected)
        - The next step is to begin the onboarding process (via Namely) and to host the monthly virtual staff connect. Separately, Dr. Ivey stated that he will also begin engaging in the process of staffing the campus-based operations team.
- Staff requested that the committee request action on two items at the next full board meeting: approval of the LSC employee handbook (second reading) and the request for 3 new PowerSchool codes be established in the state database (LBA for foreign language, STEM, and CHAMPS (SEL).
- In terms of next steps, the academic committee has finalized the revisions to the scholar & family handbook and directed the staff to share a final version with the full board with a vote requested at the May full board meeting.

III. Other Business

A. Agenda Items from Committee Members

No agenda items from committee members were brought before the committee. Dr. Graham requested any final feedback on the scholar & family handbook to be sent by the end of the week.

IV. Executive Session

A. Discussion of Contractual and Personnel Matters, and Receipt of Legal Advice Including Related to a Pending, Threatening, or Potential Claim

Bronwyn McElveen made a motion to enter into executive session for the purposes of a discussion of contractual and personnel matters, and receipt of legal advice including related to a pending, threatening, or potential claim.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

V. Action Related to Executive Session

A. Action from Executive Session

Bronwyn McElveen made a motion to return from executive session at 3:55 pm.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

VI. Closing Items

A. Next Steps

Dr. Thompson agreed to represent the committee in sharing updates at the next full board meeting. The committee asked the staff to reevaluate the *Call Me MiSTER* proposal and how it aligns to support the budget and also to look into grant funding.

B. Good of the Order

No member of the committee commented.

C. Adjourn Meeting

Rodney Thompson made a motion to adjourn the meeting at 4:05 pm.
Bronwyn McElveen seconded the motion.
The committee **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 4:00 PM.

Respectfully Submitted,
Trevor Ivey