APPROVED

# Liberty STEAM Charter

# Minutes

## LSC FOUNDING BOARD OF DIRECTORS ACADEMIC EXCELLENCE COMMITTEE

NOTIFICATION OF REGULARLY SCHEDULED MONTHLY MEETING

**Date and Time**
Thursday May 6, 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*

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## 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 May 6, 2021 at 3:00 PM.

### C. Invocation

An invocation was provided by Bronwyn McElveen.

### D. Reading of the Mission Statement

Dr. Khalil Graham read aloud the mission statement.

### E. Reading of the Vision Statement

Bronwyn McElveen read aloud the vision statement.

### F. Pledge of Allegiance

The pledge of allegiance was led by Dr. Rodney Thompson.

### 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 LSC FOUNDING BOARD OF DIRECTORS ACADEMIC EXCELLENCE COMMITTEE on 04-08-21.
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)
  - The committee recommended 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 and the Handbook has been finalized).
- Draft Version of Family Handbook in Progress (Revisions have been received and the Handbook has been finalized).
- 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)
- Onboarding of New Employees - Ongoing
- Employee Handbook
  - The full board voted to approve the handbook recommended to it by the academic committee during the April 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.
  - LSC is exploring a potential partnership to establish a Call Me MiSTER program on the campus of USC Sumter through its USC Aiken education program.

## C. Review of Relevant Documents & Reports

The academic excellence committee reviewed the following documents:

- Final revisions to the scholar & family handbook with the committee recommending the revised document be sent to the full board for approval at the next meeting.
- Title IX Policy (no revisions)
- Social Media Policy (with revisions suggested by Director McElveen)
- Free Speech Policy (no revisions)

Dr. Ivey provided an update on the current state of onboarding for instructional staff through giving a virtual tour of Namely, LSC's people management system. He also stated that staff will be soon extending offers for the scholar services coordinator & office coordinator position on the campus-based operations team by Friday, May 14.
Bronwyn McElveen made a motion to approve the revised scholar & family handbook and refer to the full board for final approval.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.
Bronwyn McElveen made a motion to approve the Title IX policy as is and refer to the full board for final approval.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.
Bronwyn McElveen made a motion to approve the revised Social Media & Free Speech policy and refer to the full board for final approval.
Rodney Thompson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

## III. Other Business

### A. Agenda Items from Committee Members

A discussion was held between committee members and staff regarding the school uniform policy. Dr. Graham stated that he has heard the concerns and is following a protocol that allows for an investigation to be conducted to gather information, communicate that information, and then update the policy (if necessary) with any revisions. Specifically, Dr. Graham shared that a survey has been sent to all founding families via mass text/email/social media requesting their feedback as well as meeting one-on-one with concerned parents. Directors offered their guidance in moving forward.

No additional agenda items from committee members were brought before the committee.

## 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

Rodney Thompson made a motion to return from executive session at 3:51 pm.
Bronwyn McElveen seconded the motion.
The committee **VOTED** 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.

### B. Good of the Order

No member of the committee commented.

### C. Adjourn Meeting

Bronwyn McElveen made a motion to adjourn the meeting at 3:55 pm.
Rodney Thompson 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 3:55 PM.

Respectfully Submitted,
Trevor Ivey

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## Documents used during the meeting

- LSC Required Forms.pdf
- Scholar & Family Handbook.pdf
- Liberty Social Media Disclaimer and Comment Policy.docx
- Liberty Free Speech Policy.docx
- Liberty Title IX Policy.docx

- May 2021 HR Board Report.xlsx