

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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Trevor Ivey called a meeting of the Academic Excellence 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

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