APPROVED

Liberty STEAM Charter

Minutes

LSC FOUNDING BOARD OF DIRECTORS ACADEMIC EXCELLENCE COMMITTEE

NOTIFICATION OF REGULARLY SCHEDULED MONTHLY MEETING

Date and Time
Thursday June 10, 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 Jun 10, 2021 at 3:00 PM.

C. Invocation

Bronwyn McElveen provided an invocation.

D. Reading of the Mission Statement

Dr. Khalil Graham read aloud the mission statement.

E. Reading of the Vision Statement

Dr. Ivey read aloud the vision statement.

F. Pledge of Allegiance

Mrs. McElveen led the committee in reciting the Pledge of Allegiance.

G. Approve Today's Meeting Agenda

Bronwyn McElveen made a motion to approve the agenda as presented.
Rodney Thompson seconded the motion.
Dr. Thompson shared his proxy for Mrs. McElveen to vote on his behalf.
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 05-06-21.
Rodney Thompson seconded the motion.
Dr. Thompson shared his proxy for Mrs. McElveen to vote on his behalf.
The committee **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Final Review of 90 Day Action Plan

Dr. Graham reviewed the final status 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
- Adopt School Scheduling
- Establish partnerships to support LSC's Unique Educational model

All committee goals have been met.

B. Review of Progress to Goals

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

- Curriculum Study (Approved/Referred to Finance Committee - March Meeting)
- Scholar/Family Handbook Adopted (Approved - May Meeting)
- 2021-22 Academic Calendar (Complete with Revised Start/End Dates - Approved March Meeting)
- Employee Work Day Agreement Start/End Dates (Complete)
- Onboarding of New Employees - Complete via Namely with 31 Onboarding Check-Ins during the month of May
- Employee Handbook (Approved - April Meeting)
- Expand Partnerships to Support LSC's Unique Educational Model
    - Teach for America (3 Corps Members Placed)
    - Call Me MiSTER (Pursuing with USC Aiken to Establish a Sumter Chapter)
    - Academic Related Contracted Services: Safe Schools, Special Services (OT/PT/SLP – Lighthouse Therapeutics, School Psych – Little Johnny, Translation – Interpreters International).
- Policies that have been Adopted: Title IX, Social Media, Free Speech, Uniform Policy (With Revisions)

C. Review of Relevant Documents & Reports

- Review of Relevant Reports & Documents
    - Committee staff reviewed current state of talent recruitment & selection
        - PTG: 11/11 Lead Teacher Hired (100%), 10/10 Teaching Fellows Hired (100%), 3/3 Instructional Support Staff Hired (100%), 3/6 Operations Staff Hired (50%) = 27 Total Hires

        - Documents: May HR Report
        - Current Vacancies: Facilities/Maintenance Tech, School Nurse, Cafeteria
    - Committee staff reviewed the proposed LSC Policy for the Admission of Homeless Students. Dr. Ivey shared that the policy has been approved through LSC's legal counsel.
    - Committee staff reviewed updates from SCPCSD Pre-Opening Conditions (PTG: 45/53 - 85%).
    - Committee staff reviewed the proposed master schedule.
    - Committee staff reviewed the revisions to the school's uniform policy.
    - Committee staff provided a final review of the budget (EFA allocations & key budget drivers). Dr. Graham reminded the committee that the staff is recommending approval of the budget and that it will be listed as an action item on the agenda for the June 14th full charter board meeting.

Bronwyn McElveen made a motion to approve the McKinney-Vento policy for the admission of homeless students.
Rodney Thompson seconded the motion.
Dr. Thompson shared his proxy for Mrs. McElveen to vote on his behalf.
The committee **VOTED** unanimously to approve the motion.

III. Other Business

A. Agenda Items from Committee Members

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

This committee did not enter into executive session for this meeting.

V. Action Related to Executive Session

A. Action from Executive Session

This committee did not enter into executive session for this meeting.

VI. Closing Items

A. Next Steps

Mrs. McElveen agreed to represent the committee in sharing updates at the next full board meeting. The committee will recommend approval of the McKinney-Vento policy for the admission of homeless students.

B. Good of the Order

No member of the committee commented.

C. Adjourn Meeting

Bronwyn McElveen made a motion to adjourn the meeting at 3:51 pm.
Rodney Thompson seconded the motion.
Dr. Thompson shared his proxy for Mrs. McElveen to vote on his behalf.
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 3:51 PM.

Respectfully Submitted,
Trevor Ivey