APPROVED

Liberty STEAM Charter

Minutes

LSC BOARD OF DIRECTORS BOARD MEETING

NOTIFICATION OF REGULARLY SCHEDULED MONTHLY MEETING

Date and Time
Monday October 24, 2022 at 6:00 PM

Location
Liberty STEAM Charter School
15 School Street
Sumter, SC 29150

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.

Directors Present
Cameron Chandler, Dexter WJ Davis, Elayne Brunson, Jenny Knopf, Ken Lee, Kimberly Rauschenbach, Rodney Thompson

Directors Absent
Greg Thompson, Marion Newton

Ex Officio Members Present
Trevor Ivey

Guests Present

Dixie DuRant, Tiffany Rhodes

I. Opening Items

A. Call the Meeting to Order

Dexter WJ Davis called a meeting of the board of directors of Liberty STEAM Charter to order on Monday Oct 24, 2022 at 6:00 PM.

B. Invocation

Mr. Davis provided an invocation.

C. Pledge of Allegiance

A group of scholars led the committee in reciting the Pledge of Allegiance.

D. Chairman's Opening Remarks

Dexter Davis provided the opening remark.

II. Reading of the Mission & Vision Statement

A. LSC Mission Statement

Dexter Davis read aloud the mission statement.

B. LSC Vision Statement

Cameron Chandler read aloud the vision statement.

III. Approval of Consent Agenda

A. Today's Meeting Agenda

Kimberly Rauschenbach made a motion to approve the agenda as presented by staff.
Cameron Chandler seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes from Previous Meeting (September 26, 2022)

Kimberly Rauschenbach made a motion to approve the minutes from LSC BOARD OF DIRECTORS BOARD MEETING on 09-26-22.
Cameron Chandler seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Board Recognition

A.

Staff Recognition

Dr. Ivey and Mr. Davis brought up the three following individuals and recognized them for their contribution to the Liberty Team. Each staff member was given a certificate.

- Operation Staff Member of the Month- Ms. Deneshia Dinkins
- Teaching Fellow of the Month- Ms. Emeral Franklin and lastly
- Lead Teacher of the Month- Ms. Tatiana Reyes.

V. Community Partner Recognition

A. EMS Chemie of North America

Dr. Ivey recognized the charitable donation that was received from EMS Chemie of North America to support teachers and the wish lists that were created at the Scholastic Book Fair.

VI. Public Participation

A. Public Participation

There was no public participation during this meeting.

VII. Executive Director's Report

A. Updates from the Interim Executive Director

Dr. Ivey gave an update on this current month's progress to goals. He has met or is on track to met 34/37 goals.

VIII. Academy Highlights

A. Academy Highlights

- Ms. Pack gave an update from the SPED Team. All staff members attended a CPI certification course successfully. She has daily check-ins with the SPED staff and there are four upcoming meetings to determine eligibility for new scholars to receive services. She also gave an overview of the goals set for the month of November including small group testing and brand new sensory garden being installed outside of the Super Shark classroom to help those scholars.
- Ms. Peckham gave an update from the instructional leadership team to include all MTSS teacher meetings, observations done, and CogAT testing marked completed in classrooms. Intervention groups are up and running and they rolled out a new idea called “Lawn Lounging w/ Leaders.” This allows parents to meet with leadership to have open discussions.

- Ms. Hardy provided an update from the Operations Team. They have successfully completed all trainings for October, including an active attacker training and an earthquake drill. The Sumter County Library Bookmobile, Lions Club Vision Screening, and a pumpkin patch were successfully supported by the Ops Team.
- Ms. Middleton provided an update from the Culture Support Team. That team has successfully implemented the Soaring Eagle Shop, Community Culture Celebration with parent involvement as well as the Fly Five curriculum. They currently have 14 confirmed scholars who will be receiving services from Sumter Behavioral Health and they will continue to work on the organization and execution of school-wide PBS.
- Ms. Pressley introduced Triple E Academic After School Tutoring. There are currently 39 scholars receiving services. The purpose of Triple E is to support scholars with two hours of after school tutoring who are considered our “bubble scholars”. The goal is to push and support scholars academically and release them after Winter MAP and NSGRA testing if the scholars are now on grade level or have grown two reading levels.

IX. Board Committee Updates

A. Executive Committee

- Dr. Ivey provided an update from the Executive Committee including the location of Site II as well as the work done on the draft of the budget for Site II with the help from the budget team including Ms. Gadson and Mr. Williams.
- The Executive Committee heard and discussed the recommendation from the Academic Committee to continue the co-teacher model at the elementary academy.
- Lastly, Dr. Ivey provided an update regarding the special education program. The committee discussed some upcoming opportunities and changes being made to better serve the scholars currently enrolled in that program.
- There was no action recommended from the Executive Committee.

B. Finance Committee

- Dr. Thompson provided an update on the new finance control mechanisms and the success that it has brought to the audit and month to month operations.
- Dr. Thompson provided an update on the completion of the Financial Audit from the 2021-2022 year and reported that the committee was pleased with the findings.
- Dr. Thompson reported that the first draft of the FY 23 Budget for Sites I & II has been completed and it will continue to be a work in-progress and monitored during the finance committee meetings.
- There were no action steps reported from the Finance Committee.

C. Academic Excellence Committee

- Ms. Knopf reported that Liberty will move POSSIP to once a month instead of twice a month. She also shared with the board members that Liberty will present next week at a conference about the benefits of POSSIP.
- Ms. Knopf gave an update on the SEL curriculum being up and running.
- She shared her excitement about report cards being sent home this week.
- There will be a “Leader Feedback Counsel” in the coming weeks- The Grade Team Leads will bring forth any and all team concerns to part of the leadership team to open communication between teams and leaders.
- Lastly, she spoke on the parent feedback last has been received regarding from Site II. The committee will speak more on this during Executive Session.

D. Development Committee

- Mr. Lee provided an update on behalf of the Development Committee.
- Liberty has completed a total of six grant submissions in the amount of $823,00, reporting that one of those grants was approved. We currently have five In-Progress for a total of $164,000. We have completed two Pitches in the amount of $1,500,000.
- The Development Committee will continue to reach out to the Industrial Association around the local Sumter area for grant opportunities and committee partnering opportunities.

E. Governance Committee

- Ms. Chandler gave an update on behalf of the Governance Committee. There will be four (4) seats open at the coming election in 2023. Two of which are appointed seats and two of which are elections seats.
- Ms. Chandler also reported that she continues to read and review the current by-laws.
- Ms. Chandler mentioned a fundraiser taking place in November at the Quixote Club in the hopes to raise funds for the Quixote Foundation to raise funds and awareness for LSC.
- There were no recommendations from the Governance Committee.

X. Additional New Business

A. CSP Audit Update

- Ms. Chandler provided an update from the CSP Audit that she attended with Ms. Brunson.
- Mr. Dukes visited the network office with a five day notice and we were able to provide all the required information that was asked from the financial team.

- Dr. Ivey thanked all members who helped with the audit including Ms. Gadson, Mr, Gantt, Mr. Loadholt, and Ms. Rhodes for gathering over 1,000 pieces of documentation that were requested.
- Mr. Dukes took a tour of the school after his interview and provided a full audit report from his findings that were included in the board meeting packet.

XI. FY 2022 Financial Audit

A. Financial Audit Findings

- Mr. Davis Smith joined the board meeting via Zoom to provide an update on the FY 2022 Financial Audit.
- He reported on several areas during his presentation to give an overview of his 43-page report.
- Mr. Smith shared with the board, his entire report in great detail and allowed the board members to ask questions. He explained to the board members how his report is conducted and one explanation that he provided was how the evidence is gathered and examined. The evidence is found by asking questions, and testing balances and transactions. An example of this is looking at bank statements and reconciliations. He looked at different expenses by checking bank balances, and invoices.
- The results, the opinion letter to be found in the report, show zero findings and that Liberty Steam Charter School is in good standing.

XII. Executive Session

A. Purposes of Discussion of Personnel Matters

Kimberly Rauschenbach made a motion to enter into executive session for the Purposes of Discussion of Personnel Matters at 7:16 p.m.
Dexter WJ Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Purposes of Discussion of Negotiations Incident to Proposed Contractual Arrangements

Cameron Chandler made a motion to add Purposes of Discussion of Negotiations Incident to Proposed Contractual Arrangements to executive session at 7:16 p.m.
Dexter WJ Davis seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIII. Action Items

A. Return from Executive Session

Dexter WJ Davis made a motion to return from executive session at 7:50 pm.

Rodney Thompson seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Item (s) Related to Discussion of Personnel Matters

Cameron Chandler made a motion to return from executive session at 7:50 pm.
Jenny Knopf seconded the motion.
The board **VOTED** unanimously to approve the motion.

XIV. Closing Items

A. Chairman's Closing Remarks

- Mr. Davis thanked the board members for their time and participation during this evening's meeting.

B. Good of the Order

- Dr. Ivey invited the board members to visit the school on October 31st for the Halloween Parade where students and staff are dressing up as book characters.
- He also reminded the board members about the lottery happening on December 5th.

C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:52 PM.

Respectfully Submitted,
Dexter WJ Davis