APPROVED

# Liberty STEAM Charter

# Minutes

## LSC BOARD OF DIRECTORS BOARD MEETING

NOTIFICATION OF REGULARLY SCHEDULED MONTHLY MEETING

**Date and Time**
Monday May 22, 2023 at 5:30 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 (remote), Elayne Brunson, Greg Thompson, Jenny Knopf, Kimberly Rauschenbach (remote), Michael Curtis, Rodney Thompson

**Directors Absent**
Marion Newton

**Ex Officio Members Present**
Trevor Ivey

**Guests Present**

Tiffany Rhodes

## I. Opening Items

### A. Call the Meeting to Order

Greg Thompson called a meeting of the board of directors of Liberty STEAM Charter to order on Monday May 22, 2023 at 5:32 PM.

### B. Invocation

Mr. Thompson provided an invocation.

### C. Pledge of Allegiance led by Scholars

A group of scholars led the board members in reciting the Pledge of Allegiance.

### D. Chairman's Opening Remarks

Mr. Thompson made mention of the growing classes and scholars.

## II. Reading of the Mission & Vision Statement

### A. LSC Mission Statement

Ms. Knopf recited the LSC Mission Statement.

### B. LSC Vision Statement

Mr. Thompson read aloud the LSC Vision Statement.

## III. Approval of Consent Agenda

### A. Today's Meeting Agenda

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

### B. Approve Minutes from Previous Meeting (March 8, 2023)

Michael Curtis made a motion to approve the minutes from LIBERTY STEAM CHARTER FOUNDING BOARD OF DIRECTORS on 03-08-23.
Cameron Chandler seconded the motion.
The board **VOTED** unanimously to approve the motion.

### C. Approve Minutes from Previous Meeting (March 27, 2023)

Cameron Chandler made a motion to approve the minutes from LSC BOARD OF DIRECTORS BOARD MEETING on 03-27-23.
Jenny Knopf seconded the motion.
The board **VOTED** unanimously to approve the motion.

## IV. Board Recognition

### A. Staff Recognition

- During this time, Mr. Thompson and Dr. Ivey recognized the lead teacher, teaching fellow, and support staff members of the month from April and May.

### B. Community Partner Recognition

During this time, Mr. Thompson and Dr. Ivey recognized several community partners that helped make Staff Appreciation Week so successful. With a combination of monetary donations as well as contributions to include meals, the Sumter Community rallied together to help make the week a huge success.

## V. Public Participation

### A. Public Participation

There were no participates during this time.

## VI. Executive Director's Report

### A. Updates from the Interim Executive Director

- During this portion of the meeting, Dr. Ivey reported that 35/38 of his monthly goals are on-track and/or completed for the month of May, putting him at 92%.

## VII. Academy Highlights

### A. Academy Highlights

- Ms. Sally Harris gave updates from the Instructional Leadership Team for the months of April and May.
  - 7/13 of all monthly priorities have been met.
  - Big Workstream Highlights to include field day, nightly read-alouds, BEST of Sumter, and seven Saturday Enrichment Experiences.
  - SINGLE GREATEST CHALLENGE: Staff match-ups for the 23-24 school year.
- Ms. LaQuanya Chambers gave updates from the OPS Team.
  - Ms. Chambers gave an update on ADA, persistence, and the BOY checklist.

- Big Workstream Highlights to include attendance task force, Welcome to Liberty, and two of three field trips.
- SINGLE GREATEST CHALLENGE: Transitioning to Self OP for the 23-24 School Year.

• Ms. Shereza Middleton gave updates from the Culture Support Team.
- 10/13 of their monthly priorities have been met.
- Big Workstream Highlights to include an author visit by Mr. Jamarcus Little, the Eagle SOAR shop, and they're in their final six-week rotation of SEL small group.
- SINGLE GREATEST CHALLENGE: Code of Conduct Alignment.

• Ms. Nicky Pack gave updates from the SPED Team.
- Current scholars receiving services to include OT, PT, and speech include 35 IEP's and 11 504's.
- Big Workstream Highlights to include discipline training at the District office, small group accommodations for scholars taking the MAP test, and fun with Sparky.
- SINGLE GREATEST CHALLENGE: Completing all evaluations and annual reviews before EOY.

## VIII. Board Committee Updates

### A. Executive Committee

• During this time, Ms. Chandler reviewed all five of the policies that have been recommended by the various committee groups.
- The Scholar Grievance policy was updated to appoint a three member committee of the board regarding scholar grievances.
- The Scholar Expulsion Policy will provide full complaisance with state law by incorporating an official hearing officer proceeding for any scholar recommended for expulsion by the Executive Director.
- The Scholar Enrollment Policy will reduce classroom sizes to 24 scholars with the ability to fill any empty seats until the 135 day of school making 6 sections of each grade level for a total of 144 scholars per grade level.
- Unencumbered Time Policy will give each teacher 30 minutes of unencumbered time Monday-Thursday to voluntarily comply with the new law signed by Governor McMaster.
- FMLA Policy will give teachers six weeks paid leave for maternity leave and two weeks paid leave for paternity leave. This is a voluntary compliance with the recent bill signed by Governor McMaster.

Cameron Chandler made a motion to approve the Scholar Grievance Policy as presented by staff.
Michael Curtis seconded the motion.
The board **VOTED** unanimously to approve the motion.

Cameron Chandler made a motion to approve the Scholar Expulsion Policy as presented by staff.
Jenny Knopf seconded the motion.
The board **VOTED** unanimously to approve the motion.
Cameron Chandler made a motion to approve the Scholar Enrollment Policy as presented by staff.
Jenny Knopf seconded the motion.
The board **VOTED** unanimously to approve the motion.
Cameron Chandler made a motion to approve the Unencumbered Time Policy as presented by staff.
Michael Curtis seconded the motion.
The board **VOTED** unanimously to approve the motion.
Cameron Chandler made a motion to approve the revised FMLA Policy as presented by staff.
Greg Thompson seconded the motion.
The board **VOTED** unanimously to approve the motion.

- During this time, Dr. Thompson made the suggestion that moving forward the Board Members only review and vote on policy updates twice a year. He suggested that the policies be voted on at November and May meetings.
- Mr. Thompson was in agreement with this proposal.
- Dr. Thompson made a comment to mention there can always be an exception made for emergencies.

**B. Finance Committee**

- Dr. Thompson reported out from the Finance Committee. He shared with the board about the implementation of positive pay as a double layer of fraud protection.
- He also shared the cash flow document with all board members to show that we are still on track to end the year wit ha current projected reserve balance of $120,000.
- Dr. Thompson thanked the teachers and staff members about being flexible and their combined efforts to make changes to the 23-24 budget. They spoke about the generous donors that have helped tremendously this past year and the help that those donors bring to the construction of Site II.

Rodney Thompson made a motion to Approve the 2nd Reading for the FY 24 Budget.
Michael Curtis seconded the motion.
The board **VOTED** unanimously to approve the motion.

**C. Academic Excellence Committee**

- Ms. Knopf shared about the federal programs planning committee that met this past month to gather input about title funding and how it is spent.

- She also shared action steps regarding the different task forces. The following task forces have met numerous times to collaborate and brainstorm on different areas of the school including the Code of Conduct, EL Curriculum, Early Academy (PreK) task force, and attendance.
- Ms. Knopf shared preliminary assessment scores for reading and math. This data is still raw being that we have some scholars re-testing.

Jenny Knopf made a motion to adopt the updated Attendance Policy as presented by staff.
Cameron Chandler seconded the motion.
The board **VOTED** unanimously to approve the motion.

### D. Development Committee

- Dr. Ivey gave an update from the Development Committee.
- Dr. Ivey shared a recent partnership with the Elders of the South Sumter Community.
  - We recently held a Saturday Experience that took place in South Sumter where the scholars had their first experience with construction, building benches that will be brought back to the Primary Campus.
- He gave an update on current grants and grants in progress in the amount of $25,000.
- Dr. Ivey shared about other development initiatives like "Lunch and Learn" that lead to the hiring of our new foreign language teacher for the 23-24 SY as well as Director for a Day that is taking place on June 1st at the Primary Campus. This is an opportunity for individuals from the community to shadow different leaders at the school.

## IX. Executive Session

### A. Purposes of Discussion of Personnel Matters

Cameron Chandler made a motion to Enter into Executive Session For The Purposes of Discussion of Personnel Matters.
Michael Curtis 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 Enter Into Executive Session for the Purposes of Discussion of Negotiations Incident to Proposed Contractual Arrangements.
Michael Curtis seconded the motion.
The board **VOTED** unanimously to approve the motion.

## X. Action Items

### A. Return from Executive Session

Cameron Chandler made a motion to Return from Executive Session.
Rodney Thompson seconded the motion.
The board **VOTED** unanimously to approve the motion.

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

Rodney Thompson made a motion to Approve the Monthly Personnel Report.
Cameron Chandler seconded the motion.
The board **VOTED** unanimously to approve the motion.

## XI. Closing Items

### A. Chairman's Closing Remarks

Mr. Thompson thanked all the board members for their time and contribution to the board meeting.

### B. Good of the Order

There were no remarks during this time.

### C. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
Tiffany Rhodes