



BASSE

Minutes

Bryan Allen Stevenson School of Excellence Board of Directors Meeting

Date and Time

Wednesday August 6, 2025 at 9:00 AM

Location

On site at the school:

Bryan Allen Stevenson School of Excellence
20346 Ennis Street
Georgetown, DE 19947

The August 6, 2025 meeting will be in person at the school.

Meetings of the Bryan Allen Stevenson School of Excellence will take place on line at the following link:

https://zoom.us/webinar/register/WN_eSqy33jNSm22TL8ZjpXMzg

As needed participants can also meet in person at 20346 Ennis Street Georgetown, DE 19947 to join the online meeting.

Directors Present

A. Shepherd, C. Shetzler, K. Cauley, P. Roberts, S. Hailey, T. Berry

Directors Absent

J. Kim

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

T. Berry called a meeting of the board of directors of BASSE to order on Wednesday Aug 6, 2025 at 9:11 AM.

C. Approve Minutes from June 27, 2025

K. Cauley made a motion to to approve meeting minutes from the June 24, 2025 BASSE Board meeting.

A. Shepherd seconded the motion.

The board **VOTED** to approve the motion.

II. Executive Session

A. The board voted to move to Executive Session

A. Shepherd made a motion to move to Executive Session.

S. Hailey seconded the motion.

The board **VOTED** to approve the motion.

C. Shetzler made a motion to end executive session and move back to regular Board meeting.

A. Shepherd seconded the motion.

The board **VOTED** to approve the motion.

K. Cauley made a motion to approve the two proposals put forward during Executive Session.

S. Hailey seconded the motion.

The board **VOTED** to approve the motion.

III. Board Chair Report

A. General Announcements and Updates

This year marks the 30th anniversary of charter schools in DE.

Two events coming up: Charter Summit and DE Legislator Day

Current bills before DE legislature related to Charter Schools include: HB 197 related to unionizing; a DEI review; and some new policies that may impact public schools which we will follow.

IV. School Leader Report

A. Brian provided updates as follows:

Prepping for the start of the 2025-2026 school year.

Wrapping up the three summer programs: ESY, Freedom School and Migrant Education programs, and the Migrant Education program is planning to return next year.

Reported that four students from the Freedom School program are planning to attend BASSE in the Fall.

Some changes are afoot in school policies including a shift to a more specific dress code, and new policies for cell phones as follows: cell phones will be checked at the door and locked in boxes for the day; and Chrome books will only be accessed off carts in the classroom when specifically part of a lesson plan. The new policies will be drafted and come to the Board for a vote at the next meeting.

Enrollment was at 185, however, on Jackie's return she audited IC and found only 165 enrolled, so calendar and schedule will have to be amended, neither of which have yet gone out to parents.

No communication to parents as yet, waiting on Board to approve new policies.

V. Committee Reports

A. Community Outreach

The golf fundraiser has been postponed for later in the year.

The whole infrastructure of how to run it is set up and ready to go, just need to assign volunteers to get the work done.

We will be recruiting at the DE State Fair.

B. Development Committee Report

C. Education Committee Report

D. Land and Construction Committee Report

May need to look into the lease agreement specifically regarding components of physical plant which when mal-functioning preclude children in the building.

E. Finance Committee Report

Postpone until after new members approved

F. Governance Committee Report

As we conclude the inaugural year of the school, there are a number of the inaugural board members who are retiring from the board including:

Stacie Burton, Jeffrey Fried, Karen Higgins, Jalyn Powell, and Betsy Renzo.

Dr. Berry thanked everyone for their years of service and dedication to the school, and has been assured that all will remain engaged with the school.

Additionally, Cassie Edwards can no longer serve as the parent representative as her son will be attending Sussex Tech starting in September 2025, so has resigned from the Board; and Jackie Cantiello was only serving as the teacher/staff representative for the 2024-2025 school year, so has resigned from the Board as well.

Dr. Berry thanked them for their services as well.

VI. New Business

A. Approve new Board members

Dr. Berry introduced Paula Roberst to serve on the BASSE Board of Directors.

Ms. Roberts is retired from the federal government where she worked as an intelligence officer.

She has been living in Georgetown for the past 15 years and involved in BASSE recruiting activities, and wants to join the Board to support the mission of the school and give back to her community.

Dr. Berry also introduced Candace Sheltzer, who is the Special Education Coordinator for BASSE to serve as the teacher/staff representative to the Board. Candace shared her passion for the school and desire to see the school succeed, so is willing to serve on the Board. She brings a long history as an educator in special education as well as her experience as a business owner, and current role on the leadership team at BASSE to her work on the Board.

A. Shepherd made a motion to approve Paula Roberts and Candace Sheltzer as members of the BASSE Board of Directors.

S. Hailey seconded the motion.

The board **VOTED** to approve the motion.

B. Onboarding Board Members for the 2025-2026 academic year

Dr. Berry reminded new Board members of the requirements associated with the onboarding process including but not limited to: completing Financial and Governance training as required by DOE; completing a background check with the State of DE, and making a meaningful fiscal contribution to the school annually.

Additionally Board members are encouraged to attend the CBOC meetings which are the third Tuesday of the month at 2:00 as they provide important education about the budget for the school, and to be involved in every two week meetings of the Charter School Network to stay informed about state policies and activities of charter schools across the state.

Finally, Dr. Berry encouraged everyone to be involved in school opening activities from painting, to the Open House to getting school supplies, and anything else that comes up.

C. Review School Policies

Based on new state law the policy related to family leave needs to be amended to include leave for families adopting a child.

Student Code of Conduct needs to be amended to include changes in dress code, cell phone usage in school and Chrome book usage in school

S. Hailey made a motion to approve policy changes related to family leave, dress code, cell phones and Chrome books as previously discussed.

A. Shepherd seconded the motion.

The board **VOTED** to approve the motion.

D. Review School Compliance Schedule

E. Review 2025-2026 Budget

Approve June 2025 Financial Report as reviewed in the July CBOC meeting.

Review of 2025-2026 budget postponed to regular August meeting

A. Shepherd made a motion to approve the June 2025 Financial Report as reviewed in the July CBOC meeting.

P. Roberts seconded the motion.

The board **VOTED** to approve the motion.

F. Review School Calendar and Staff

G. Q&A

VII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:48 AM.

Respectfully Submitted,

K. Cauley

Pursuant to 29 Del. C. § 10004 e (2), the agenda is subject to change to include additional items including executive sessions that arise at the time of the Board's meeting. The Board of the Bryan Allen Stevenson School of Excellence reserves the right to hear any matter out of its order during the meeting. The Board may take breaks during the meeting.