

APPROVED



## Butler Academy

# Minutes

## Board Meeting

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### Date and Time

Wednesday March 17, 2021 at 5:30 PM

### Location

701 S 5th St, Hartsville, SC 29550

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### Trustees Present

. Tyree (remote), A. Cox-King (remote), A. Heatley (remote), A. Rose, J. Shannon (remote), K. Flaherty (remote), M. Bunnell (remote), T. Goodson Jr. (remote)

### Trustees Absent

*None*

### Guests Present

J. Reyes

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

K. Flaherty called a meeting of the board of trustees of Butler Academy to order on Wednesday Mar 17, 2021 at 5:40 PM.

### C. Approve Minutes

J. Shannon made a motion to approve the minutes from BA Board Meeting on 02-17-21.  
A. Heatley seconded the motion.  
will remove individual votes from minutes thus forward.  
The board **VOTED** unanimously to approve the motion.

## II. Finance

### A. Review Butler Financials

For the month of February, Finance committee is working on the budget to vote on for next month's meeting. We have collected 75% of expected income and spent 65% of budget. BA's finances are projected to end positively. T. Goodson summarized financial summary. J. Reyes commented on sustainability of our current budget moving forward even over the next 2 to 10 years.

## III. CEO Support And Eval

### A. Updates on evaluation of School President

A. Heatley discussed that the evaluation starts March 18th to June 15th and uses the Board on Track (BOT) Tool. It begins with CEO Survey then each board members will view his response. Board members and two direct reports will then also complete a survey. Board on Track will then compile the responses and the Evaluation committee will complete a report that will be brought to the board to approve. Specific goals will then be developed for the following school year for the school CEO and a system will be developed for next year's CEO evaluation. Viewed the tool briefly.

J. Shannon made a motion to Approve the CEO evaluation tool suggested by Board on Track.

A. Rose seconded the motion.

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

## IV. Governance

### A. Preparation for Board Elections this Spring

A description of the board responsibilities were emailed out, members who intend to stay on the board next year are asked to sign it and return to K. Flaherty by 3/19/21. Plan to keep the executive committee as the appointed seats and the other seats as elected positions. Will need to post the timeline of elections to the website and social media.

A. Cox-King made a motion to To approve the timeline for board elections to be posted.

A. Rose seconded the motion.

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

## V. Development

### A. School Calendar

Will be working on the 2021-2022 school calendar then vote on it by the April Meeting  
T. Goodson Jr. made a motion to use the calendar draft as a template to use to develop a calendar for next year.

J. Shannon seconded the motion.

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

#### **B. Enrollment updates**

Currently have 197 scholars enrolled. Enrollment lottery has since occurred and all classes are now full with a wait list.

#### **C. COVID-19 updates**

There have been 2 positive cases since last month and are following quarantine CDC guidelines. Starting to discuss coordinating more movement of scholars between math and ELA homerooms.

J. Shannon made a motion to Give the school president latitude to make changes with school protocols with regards to COVID-19 as we move into a new phase of the pandemic.

'. Tyree seconded the motion.

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

### **VI. 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 7:05 PM.

Respectfully Submitted,

K. Flaherty