

APPROVED



## Butler Academy

# Minutes

## Board Meeting

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### Date and Time

Wednesday October 19, 2022 at 5:30 PM

### Location

Butler Academy  
710 S 5th St, Hartsville, SC

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### Trustees Present

. Tyree, D. Buryj, E. Mobley, J. Shannon, M. Brown, M. Bunnell, S. Wilson, T. Goodson Jr.

### Trustees Absent

K. Flaherty

### Guests Present

Barb Chappell, J. Reyes, N. Taylor

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

M. Bunnell called a meeting of the board of trustees of Butler Academy to order on Wednesday Oct 19, 2022 at 5:32 PM.

### C. Approve Minutes

M. Bunnell made a motion to approve the minutes from Board Meeting on 08-17-22.  
S. Wilson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**D. Approve minutes**

M. Bunnell made a motion to approve the minutes from CEO Evaluation Memo on 10-15-22.  
' . Tyree seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**II. Updates from Vice President of Operations**

**A. Enrollment updates 2022-2023 school year**

Currently at 288 enrolled scholars.  
Enrollment has stopped for taking any new applicants. there remains a wait list.  
Enrollment for 2023-2024 starts February 2023.

**B. COVID updates**

No new updates

**III. Updates from School President**

**A. Academic update**

N. Taylor presents as Dean of Academics of the middle school as her official title. In the absence of a Lower School Dean, she also serves to support the elementary/lower school.

SC Report card acts as the SC accountability system for public schools and school districts. Provides transparent information to highlight strengths and weaknesses then focus and provide resources for schools with low performance. it documents preparedness of HS graduates for college and a future career. This is the first year that BA received a rating. For its first year, BA received an Excellent. Compared BA's report card to local schools in the district then to other charter schools.

BA outperformed the district in science (SPASS)

ELA: Saw a slight decrease from 2021- 2022; current 3rd graders did not perform as well as 4th and 5th grades. Suspect because it is their first time taking the test and hopefully will become more proficient with skills to take tests every academic year.

Math: Have seen a gain in growth in math from 2021 to 2022.

Compared data in growth, and there has been a consistent trend in growth as scholars go from one grade to another.

Kindergarten readiness assessment- what % of scholars are ready for Kindergarten. Just demonstrates a baseline of who your scholars are as it is administered in the first 45 days of school.

BA celebrates growth in math, reading. BA outperformed the district and we celebrate a grade of Excellent. We also recognize we need to implement a rigorous plan to ensure we keep a rating of Excellent. Prioritize a high level of support for the 4th grade that have only received a 28.9% proficiency in ELA last year.

Last year, 4th graders were only at 12% at grade level. Discussed that the first 30 days had rigorous repetition of 3rd grade material. I-ready has 40 mins a week that provides grade level content for each scholar. I-ready tests both to identify scholars that might need more help, then provides curriculum as well.

The same applies with I-ready for those that are performing above grade level and are also challenged with different curriculums like Quest and WIN (What I Need). Ms Taylor is also talking to the district about introducing pre-algebra as early as now as they have identified some scholars that are ready.

The Board would like to issue a statement that BA board of trustees congratulates the school for earning a recognition an Excellent report. The school is working on a marketing strategy as well.

J. Shannon made a motion to The Butler Academy Board of Trustees congratulates the teachers, staff, families and scholars of Butler Academy on earning an Excellent from the State of South Carolina on the school's first report card rating. Go Tigers!

M. Bunnell seconded the motion.

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

## **B. ESSER (Elementary and Secondary School Emergency Relief**

ESSER is a federal grant to provide funds for reasons that surrounded the pandemic. This is an opportunity for public comment regarding how BA utilizes ESSER funds. Majority goes towards hiring more teacher assistants, instructional coaches and a 2nd counselor. Had a COVID case manager to make sure we are following up to date protocols and an additional custodian. Discussed amendments.

## **C. School Calendar**

T. Goodson Jr. made a motion to Approve the adjusted academic calendar to accommodate face to face parent teacher meetings.

M. Brown seconded the motion.

Would like to start face-to-face parent teacher meetings. In the past, it has been virtual. BA has a high attendance rate with parent teacher conferences closer to 90% and logistically will be unable to fit everyone in with the current calendar. Motion to approve that Nov 3rd will be half day then Nov 4th a full day off for conferences.

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

#### **IV. Development Committee**

##### **A. Development committee updates**

Have 12 donors this year goal is 250. Has a 32% donor retention rate. Goal is 45%.

Current pledges is \$720,905 from various institutions.

Have 3 pending projects- Project spark to partner with Durant Center and Children's advocacy group, Kiwanis and women in philanthropy.

Under development is with grants with Honda and the Wallace Foundation.

Reviewed External relations projects going on.

Have had selected donor meetings as well.

Looking forward to next year; feel that the school needs to reframe the position that we will continue to need support and create a theory of change. Solicit local support and concentrate on partnerships.

#### **V. Governance**

##### **A. Board expansion**

We welcome Dan Buryj to the board. Board elections are coming up and welcome suggestions for nominations.

##### **B. Board on Track**

Contract is expiring Nov and will not be renewing it. Encouraged the board to use google calendar and the drive.

#### **VI. President Support Committee updates**

##### **A. Evaluation of CEO**

Is in the mature phase of the evaluation, will be discussing with Dr Reyes soon.

##### **B. Evaluation of co-founder/Vice president of operations**

In the process of compiling responses then will draft the memo and sit down with the VP of Operations.

#### **VII. Finance**

##### **A. Finance Summary**

August. Currently current expenses is above compared to prior year-to-date. We are at 15% of budget and at 16% of expenditures.

September: are at around 22% of total budget for expenses on average and are in line with how we want to be spending our budget this time of the year.

The finance committee presented the 22-23 budget earlier this year. The committee decided to revise it with an increased deficit of around \$300,000.

Explained that we have a higher budget for personnel due to our academic model and our cultural model, so more budget is allocated towards support staff and dean of academics, VP of development etc.

Looking forward, there are 3 major financial events to consider: 7th grade teachers, facility costs which looks to increase, as well as anticipate that we may not raise grant money next year. Fundraising will continue to be a challenge looking forward.

M. Bunnell made a motion to approve the revised budget for fiscal year 2022-2023.

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

## **VIII. Scholar experience committee**

### **A. Scholar experience updates**

One of the committee's goals was how to support the school's disciplinary policies. The student handbook outlined classroom level steps of consequences for certain behavior. The committee seeks to work with key persons to make sure there is consistency in implementing disciplinary responses.

The conversation is ongoing since the school opened.

Proposed that the committee draft something to propose to the school and leadership to incorporate into the handbook. Is important to have support for actions that are being taken against certain behaviors at the school level such as when suspensions happen.

## **IX. Executive Session**

### **A. Executive session**

Motion to move into executive session at 1924H by 'I Tyree, seconded by: E. Mobley.

Motion to move out of executive session at 757pm

Discussed personnel challenges encountered by BA and across education

## **X. 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 7:58 PM.

Respectfully Submitted,

M. Bunnell