

APPROVED



## Butler Academy

### Minutes

#### BA March Board Meeting

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##### **Date and Time**

Tuesday March 21, 2023 at 5:30 PM

##### **Location**

710 S Fifth St, Hartsville, SC

BA Board Meeting

Tuesday, March 21 · 5:30 – 7:30pm

Google Meet joining info

Video call link: <https://meet.google.com/pna-cwps-xzr>

Or dial: (US) +1 929-324-2337 PIN: 222 634 608#

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##### **Trustees Present**

'. Tyree, D. Buryj, E. Mobley (remote), J. Shannon, M. Bunnell, T. Goodson Jr.

##### **Trustees Absent**

K. Flaherty, M. Brown, S. Wilson

##### **Guests Present**

J. Reyes, V. Reyes

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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 Tuesday Mar 21, 2023 at 5:37 PM.

### **C. Approve minutes**

J. Shannon made a motion to approve the minutes from Board Meeting on 01-18-23.

D. Buryj seconded the motion.

pending suggestion to add that no action was taken after executive session.

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

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

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

Lottery was ran on March 2nd. Offered 45 seats mostly in Kindergarten. All have confirmed and documents have been submitted.

Deadline for re-enrollment of current scholars is this March 24th after that point, any available seats will open up to the waitlist. So far only 2% are not returning.

There are over 100 on the waitlist across the grades combined.

Retention rate this year compares to last year.

## **III. Academic Updates**

### **A. Academic update**

Currently spring I-ready testing is underway. Teachers continue to utilize the i-ready testing to find other ways to support their scholars.

State testing begins April then MAP testing. Probably won't get state testing results until the summer and be ready to discuss by a fall board meeting.

Showed data showing growth of scholars. In the fall for Math, there was only 22% at grade level and now in the spring, 49% are at grade level.

For reading, 29% percent were at grade level and now 41% are at grade level.

## **IV. Development Committee**

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

Continue to formalize development plans such as when it is appropriate to start a foundation. One benefit may be to have a separate board entirely dedicated to promoting the school and fundraising. May suggest something interim such as a Board of Visitors that don't have any fiduciary responsibility but to promote it in their circles. These may be mid-term goals as currently her focus is on grant writing.

Received first major gift of 25K from Honda.

Boeing also came to Butler Academy during a visit to Hartsville today, and their only stop was at Butler Academy. Hope to continue to cultivate that relationship.

## **V. Governance**

### **A. Board expansion**

Currently at 9 members, goal is to get to 11. Goal is to get a calendar together to put the deadlines for election. Can appoint 5 seats and will leave 6 up for election. For the sake of preservation of institutional knowledge another term, suggested to use appointments for the executive committee.

Finance committee plans to elect D. Buryj to be the chair of the Finance committee.

T. Goodson Jr. made a motion to Motion that the Chairperson, Vice- chairperson, secretary and treasurer be used as the 4 of the 5 appointed seats.

M. Bunnell seconded the motion.

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

### **B. Board On Track**

Reviewed that BOT has resources to use and encourage members to use it. Also demonstrated the new public portal through BOT as well as where to go to update individual profiles.

## **VI. Scholar experience committee**

### **A. Board on Track Sample goals and questions**

The committee has found resources that has to do with school culture that also aligns with the mission of the committee. Committee and school leadership will meet as there is also a grant that has to do with school culture and the climate of the school and its scholars.

## **VII. Finance**

### **A. Finance Summary**

Reviewed financials from Feb and March. Overall compared to last month, there has been a decrease in liabilities. Essentially, we are at 71% of budgeted revenue and expenses are sitting at about 60%. Currently we are at significantly less expenses this year compared to last, but there will be a point where expenses continue to accrue whereas income stops. Plan to use the cash on hand to underwrite the deficit. This means the start of the next 2024 year, will sit at less cash balance compared to last year. One way increase cash on hand will be to increase students per class. There is an opportunity to save given teacher attrition and difficulty with mid year teacher hires.

One of the benefits of being teacher-assistant heavy is that they have stepped up into lead teacher roles. The finance committee continues to work closely with the development committee.

## **VIII. Facility**

### **A. Expansion of facility/construction**

Construction continues. The biggest hurdle is the kitchen expansion during the school year with scholars in the building. Demolition is 80% complete. Used the other side of the dining hall currently has a temporary kitchen and scholars will eat in their classrooms.

## **IX. Executive Session**

### **A. Executive session**

Motion to go into executive session by Tom Goodson, motion 2nd by M. Bunnell at 705pm

ended executive session ended at 733pm

'. Tyree made a motion to create an ad hoc planning committee that focuses specifically in increasing support of the school President for 2023-2024.

M. Bunnell seconded the motion.

Comprised of E. Mobley, 'I. Tyree, D. Buryj and K. Flaherty

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

## **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 7:37 PM.

Respectfully Submitted,  
M. Bunnell