

APPROVED



## Butler Academy

# Minutes

## Board Meeting

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### Date and Time

Wednesday January 17, 2024 at 5:30 PM

### Location

710 S 5th St  
Hartsville, SC 29550

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### Trustees Present

C. Forrest, E. Mobley (remote), E. Waters, J. Shannon, K. Flaherty, M. Bunnell, M. Stellingworth, S. Wilson

### Trustees Absent

D. Buryj, H. Hoilett-Frierson, S. Hill

### Guests Present

C. Tochiki, J. Reyes, N. Taylor, 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 Wednesday Jan 17, 2024 at 5:33 PM.

### C.

## **Approve Minutes**

S. Wilson made a motion to approve the minutes from Board Meeting on 12-13-23.

E. Waters seconded the motion.

Time that executive session was entered was amended to the correct time from 1947 to 1847H.

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

## **II. Update from VP of Operations**

### **A. Enrollment updates**

Currently 9 open slots, 106 families on the waiting list. Viewed the trend of open slots (lessening) and waiting list (growing). About to close 2023-2024 waiting list and open the 2024-2025 academic year. Marketing included a billboard in Darlington, inner front page of the VIP magazine, the BA website, the family workshop series, school signage and through online marketing and including Spanish language in marketing material. Doing info sessions with middle school ambassadors, and include yard signs in the community soon.

## **III. Academic updates**

### **A. Academic updates**

Provost Taylor and Dean Tochiki reviewed Winter MAP data and what strategies are being implemented to address areas of improvement.

Between 60-70 percent of scholars scoring 50-100th percentile. Around 40% are below the 50th percentile.

Those that are 2-3 grade levels below actual grade level have the most robust growth. More are scoring below the 50th percentile at the K-2grade compared to the 3rd- 5th grades which is consistent with what we are seeing at the state level.

In the 6th to 7th grade however, there seems to be a higher percentile above the 50th percentile.

Academic support for scholars in all Tiers by subjects were discussed. For example, teachers have been drilling fluency and have been increasing faculty development in math. Also increasing one-on-one meetings between leaders: teachers, teachers: student. Board was reminded that a lot of our scholars came to BA already below grade levels. No Red Ink is a curriculum used for grammar.

Ms Tochiki discussed Multi-tiered system of support instructions; Tier 1, 2 and 3.

Intervention data:

Started the school year with last year's testing data. Reading and Math intervention were implemented quickly. 93% made growth. From fall, in the red (lowest performing), decreased from 32% to 23%. Tier 2 went from 38 to 34%. In tier 1 or green went from 30% to 43%.

Next steps: continue small groups, provide support to the academic coaches and continue professional development.

Reminded those present that it is not uncommon to see dips in performance from the fall to winter then another rise winter to spring.

Discussed that DESSA testing is also implemented throughout the year as we address emotional self-management along with academic growth.

#### **IV. President updates**

##### **A. Updates from the School President**

Gave a brief summary of the parent information session held. Attendance was low but was very informative and had quality sessions. Looking forward to the 2nd annual session. A translation service for non-English speaking families was used.

S. Wilson made a motion to approve the amended 2023-2024 calendar with the additional inclement weather day as Jan 9th 2024 with no school.

E. Waters seconded the motion.

Most other schools had an inclement weather E-learning day last week. BA on the other hand designed a calendar with more than the minimal number of days required by the state, to allow inclement weather days without having to make it up.

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

#### **V. Governance Committee updates**

##### **A. Governance committee updates**

Reminded new members that it is mandatory that training be completed within the 1st year of joining the board. For older members, are encouraged to complete the training once every 2 years.

Was suggested that board development be done in the months that we do not have board meetings. First will be in February.

#### **VI. Scholar Experience update**

##### **A. Scholar Experience update**

Discussed that the committee has met with the provost to help them understand how teachers are supported and implement classroom management. Next area of understanding is teacher self-evaluation and support. The committee would like to come up with ways of how the school could support teachers and celebrate them e.g. highlight how a teacher celebrates a BRAVE value/ teacher of the month/year. One way leadership is doing that now is celebrating teachers whose classroom met testing goals.

#### **VII. Finance**

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

No major financial concerns through the fiscal year. Treasurer was unable to be present so will defer to next board meeting.

**B. Employee Retention Tax Credit**

Deferred to the next board meeting

**VIII. Executive Session**

**A. Personnel matters**

Moved into executive session at 643pm.

Out of Executive session at 735pm

The Board reviewed the VP of Operations evaluation and job description. The board authorized the chairperson to make adjustments to the VP of Operations base salary and provide a stipend for additional responsibilities assuming the director of operation duties.

**IX. 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,  
K. Flaherty