



Butler Academy

Minutes

Board Meeting

Date and Time

Wednesday September 16, 2026 at 5:30 PM

Location

Board Meeting

Wednesday, September 16 · 5:30 – 6:30pm

Time zone: America/New_York

Google Meet joining info

Video call link: <https://meet.google.com/imh-oicr-uxa>

Or dial: (US) +1 678-567-4898 PIN: 982 277 261#

Trustees Present

A. Morris, D. Carlton, D. Small, G. Woods (remote), H. Hoilett-Frierson, J. Klimek, M. Isgett

Trustees Absent

A. Rhodes, C. Hancock, J. Hudson

Guests Present

J. Reyes, V. Reyes

I. Opening Items

A. Record Attendance

B. Reading of the Mission Statement

C.

Call the Meeting to Order

H. Hoilett-Frierson called a meeting of the board of trustees of Butler Academy to order on Wednesday Sep 16, 2026 at 5:35 PM.

D. Approve Minutes

H. Hoilett-Frierson made a motion to approve the minutes from 7/22/2026 Board Meeting on 07-22-26.

D. Small seconded the motion.

minutes are attached to agenda

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

II. Update on Operations

A. Update on Operations from Venesa Reyes

Operations continues during fall break. Because of short summer breaks, fall breaks serve to catch up on planning, reflecting, etc.

This Friday is the Friday Celebration - please attend! Arrive at 7:55 am.

B. Enrollment Update

Venesa Reyes reported on enrollment with specific numbers and context. Close to 100% capacity in K-4, more open spots in 9th-10th grade. Total current enrollment is 471.

Cut-off date for upper school applications is the end of the first semester.

High school students who transfer in have difficulty acclimatizing.

16 BA students are participating in athletics in other local high schools; 1 in Marching Band.

Chronic absenteeism is addressed supportively.

III. Committee Updates

A. Financial Committee: Review July and August Financials; annual report to district due 10/15, Annual Budget

Address issues with Veris to receive reports by the 15th of the month.

Recent influx to cash account is positive.

B. Student Experience Committee: AI use Guideline Draft

Darlene Small reported on the committee's discussion of AI guidelines for BA usage.

Initial proposal draft (attached to agenda) is geared toward teachers' and staff use.

AI is an additional challenge to the use of technology in the classroom.

Discussion focused on the importance of building a shared learning environment that benefits the student, including a positive discussion of under what conditions AI use may or may not be appropriate.

The Board is encouraging the committee to engage in conversations with staff and leadership to continue the exploration, as well as benchmarking against schools and districts.

C. Any updates from other committees that have met

Hannah Hoilett-Frierson reported on the evaluation process for President/VP of Operations conducted by the Governance committee. The VP evaluation questions will be revised.

Hannah Hoilett-Frierson reported on the Executive Committee's meeting with the Governance Committee to begin to discuss directions for succession.

Facilities Committee met to discuss long-term goals for growth (including contract with Butler Heritage) to accommodate 11th and 12th grade. Planning should begin in a timely manner.

Maeghan Isgett reported on the Governance Committee discussing an onboarding process for new board members. The goal is to create a single page document to prepare new members to quickly participate.

Jerome Reyes reports that the current responsibilities of the President's office are too widespread to be sustainable for future administrations; this may be the right time to create and disseminate a proposal to hire a provost to take on some of the responsibilities.

IV. Other Business

A. Annual Review of Bylaws

Hannah Hoilett-Frierson will disseminate the most recent version; we will then comment on the shared document to prepare for a vote.

B. Reminder to Complete Training for New Board Members

Hannah Hoilett-Frierson shared information for either in-person or virtual training with new new members.

C. Preliminary School Report Card Review

Dr. Jerome Reyes shared data for from the SC School Report Cards. Once the data is fully released, it is accessible to the public.

V. 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 7:15 PM.

Respectfully Submitted,
J. Klimek