

**Felton Laboratory Charter School Board of Trustees Meeting
Thursday, July 13, 2017**

Minutes

Present: Dr. Wanda Johnson, Mrs. Cynthia D. Keller, Dr. Wanda McMichael, Mr. Alexander Tryciecky, Mr. James Whetstone, Dr. Gloria Winkler; Dr. Sharon T. White, Director; Mr. Michael Coaxum, Business Manager

Absent: Mrs. Melissa Amaker-Small, Ms. Phebian Davis-Culler, Attorney Thomas R. Sims

- I. The meeting was called to order at 6:19 p.m. by A. Tryciecky, board chairperson.
- II. Adoption of agenda - A motion to adopt the agenda was made by C. Keller and seconded by W. McMichael. *Result of voting: 5 yea; 0 nay*
- III. Approval of Minutes - The minutes were approved as noted. A motion to approve the minutes was made by C. Keller and seconded by W. McMichael. *Result of voting: 5 yea; 0 nay*
- IV. The mission statement was read by all board members who were in attendance.
- V. Old Business
 - a. Swearing in of New Board Member – Dr. Gloria Winker was sworn in and welcomed as a new member by board chair, A. Tryciecky.
 - b. FOIA Request for Survey (legal counsel update)-The lawyer with whom we had been in contact with has created a new law firm (Turner and Caudell, LLC) and will launch by August 1, 2017. He will be able to start the paperwork for the FOIA request, which should be taken care of by the next meeting.
- VI. Public Comments –There were no public comments.
- VII. 1890 Grant Presentation-Dr. L. Tucker, Ms. A. Dixon, and Ms. J. Rogers
 - a. The purpose of the grant is to deliver school-based services for students and families who are experiencing food insecurity and to expand and increase knowledge of what a social worker can bring to the school.
 - b. The grant is supported by USDA in conjunction with 1890 Research and Extension at SCSU.
 - c. Services that will be provided include School Food Pantry/Backpack, a community /school garden, and Culinary Camp during the summer.
 - d. Volunteers are needed to assist with the program, including serving on the advisory committee.
- VIII. Election of Officers (chair, co-chair, secretary) – The following persons were elected as officers: Alexander Tryciecky, chair; Wanda McMichael, co-chair; and Wanda Johnson, secretary.

- IX. Board Inquiry in Regards to Athletic Programs – C. Keller expressed a concern about transportation to and from games and asked whether there was a budget for the athletic department. This concern will be addressed during the business manager’s report.
- X. Reports
- a. Director’s Report- Dr. White
 - i. Student enrolment is 420, with a waiting list of 53.
 - ii. Plans are being made for the eclipse on August 21, 2017. This will be an early release day, 11:00 am, due to increased traffic on campus. Parents are invited to have lunch and attend the eclipsed viewing at SCSU stadium.
 - iii. A new position, reading coach, has been created. This position is funded by the state up to \$62,730. Several positions are open: SPED/ speech, middle school ELA, and dance. Those positions have been posted on CERRA. The Department of Mental Health is providing a school-based mental health counselor and will provide her salary and benefits.
 - iv. Plans for professional development for the first week as well as plans for the data room were shared.
 - v. G. Winkler inquired about a math coach. Dr. White will look into this.
 - b. Finance Report
 - i. Kitchen/Lunch program update – M. Coaxum
 - 1. The bus that belonged to Felton needs to be repaired. However, for insurance purposes, the bus driver would have to be a full-time staff member. The best route would be to have transportation contracted out. There is no specific budget for athletics. However, requests are handled just as other requests.
 - 2. J. Whetstone suggested the FLCS look into an athletic booster club.
 - 3. The revenue and expenditure report was presented and reviewed.
 - 4. Work on the kitchen, which had a projected starting date of June, has been delayed. There is an increased cost (approximately \$100,000) due to the additional personnel needed to complete the work that is required by the office of school facilities. The additional costs may be passed on to FLCS. The time for the project to be completed has also increased from 30 days to three months. In an effort to make the menus more appealing for the students, FLCS is looking into purchasing additional equipment.
 - ii. Property Search Update
 - 1. Horger, Barnwell, and Reed law firm is doing a title search on land that the board is considering. In addition, Piedmont sent the environmental study on the property. The next step is to

check with the attorney to ensure that the report covers the ten acre property.

2. Storage facilities are needed since the school does not have adequate and appropriate storage space. Using PODS is an option that is being considered.

- c. Committee Reports
 - i. No committees met.

XI. Action on Teacher Handbook and Lesson Plan Format - Action on the handbook was deferred until after the executive session.

XII. Executive Session

- At 7:35 p.m., a motion to go into executive session was made by W. Johnson and seconded by W. McMichael. *Result of voting: 6 yea; 0 nay*
 - a. Director's Evaluation
 - b. Personnel Matter(s)
 - c. Contract(s) Discussion
- At 8:29 p.m. a motion to go back into open session was made by J. Whetstone and seconded by C. Keller. *Result of voting: 6 yea; 0 nay*
 - *No action was taken during executive session*

XIII. Action on Item(s) from Executive Session

- a. A motion to empower the business manager to contract for food services and purchase of the needed equipment was made by C. Keller and seconded by W. McMichael. *Result of voting: 6 yea; 0 nay*
- b. A motion to accept the contract from the law firm for legal services was made by W. Johnson and seconded by C. Keller. *Result of voting: 6 yea; 0; nay*
- c. A motion to approve the teacher handbook with the necessary corrections was made by C. Keller and seconded by W. McMichael. *Result of voting: 6 yea; 0 nay*

XIV. Adjournment: The meeting adjourned at 8:36 p.m. with a motion given by J. Whetstone and seconded by W. McMichael. *Result of voting: 6 yea; 0 nay*

XV. Submitted by Wanda Johnson

Items for next agenda

- Update on food services program
- Update on FOIA request/legal services
- Update on property

Next meeting Dates

- August 10, 2017
- September 14, 2017