

**Felton Laboratory Charter School Board of Trustees Meeting  
Thursday, April 20, 2017**

**Minutes**

Attendees: Mrs. Melissa Amaker-Small, Dr. Jennifer Cash, Ms. Phebian Davis-Culler, Dr. Wanda Johnson, Mrs. Cynthia D. Keller, Attorney Thomas R. Sims, Mr. Alexander Tryciecky, Mr. James Whetstone; Mrs. Patricia M. Goldsmith, Interim Director, Mr. Michael Coaxum, Business Manager

Absentee: Mr. Rogers Ideozu

- I. The meeting was called to order at 6:06 p.m. by A. Tryciecky, board chairperson.
- II. Adoption of agenda - A motion to adopt the agenda was made by J. Cash and seconded by M. Amaker-Small. *Result of voting: 6 yea; 0 nay;*
- III. Approval of Minutes
  - A motion to approve the minutes for March 9, 2017, was made by M. Amaker-Small and seconded by C. Keller. *Result of voting: 6 yea; 0 nay; abstained: Whetstone*
  - A motion to approve the minutes for April 12, 2017, was made by C. Keller and seconded by M. Amaker-Small. *Result of voting: 5 yea; 0 nay; abstained: Whetstone, Tryciecky*
- IV. The mission statement was read by all board members who were in attendance.
- V. Public Comments
  - Valerie Small asked where the minutes are kept and when they will be posted on the website. A. Tryciecky stated that we will start posting the minutes on the website immediately.
- VI. Draft of Bylaws for review/discussion (Second Reading) & vote of adoption
  - A motion to accept the most recent draft of the bylaws was made by J. Cash and seconded by C. Keller. *Result of voting: 6 yea; 0 nay*
  - The bylaws will now be forwarded to the charter school district.
- VII. Motion by Member of the Board in regards to School Data and Accountability
  - M. Amaker-Small asked to be put on the agenda to share a proposal. The proposal was for the school to create a state of the school report to include data for attendance, discipline data, assessment data and parental engagement. The report should also include interventions in place as well as strengths and weaknesses.
    - A motion to have the school create a state of the school report with our explanation was made by M. Amaker-Small and seconded by P. Davis-Culler.

- Discussion concerning the difficulty in collecting the data, whether other data will be available and when, the time period for the data, looking at data prior FLCS becoming a charter school, whether the data will be made available to stakeholders, including our own explanation of the data, and when the data will be presented to the board.
- The report would cover the last two years. The data would include the information from the year before Felton became a charter school, and the presentation will be made at the June 8, 2017 meeting.
- *Result of voting: 7 yea; 0 nay; 1 abstain (Johnson)*

## VIII. Reports

- Committee Reports-None
- Interim Director's Report –P. Goldsmith
  - Provided information on test data. The School Performance Framework Profile based on 2015-2016 *SC Ready* data indicated that test scores were in line with or exceeded scores in the area schools (Orangeburg 5). *PASS* data was not included in this report. After reviewing the data the teachers and administration created a 90 day plan to address areas of concern.
  - 2015-2016 was the first year for SC Ready. Students will take the test on computers this year.
  - Field test for SC Ready was changed to May 4, 2017. The testing scheduled has been emailed to parents.
  - Title I survey has been sent out. It is used for the parents to provide feedback. Incentives have been offered to encourage students to return the surveys.
  - Summer Programs offered will include EEDA and 21<sup>st</sup> Century. Targeted students in grades 2-3 will be involved in a program to improve their reading levels (Read to Succeed).
  - New Parents meeting was held on April 18, 2017 and was very successful.
  - Consortium students- Fifteen students tried out and 9 were accepted. Students who tried out last year were not required to audition, and they will also participate this year.
  - Dates for the board elections were changed. The new dates are April 24 -25, 2017.
- Finance Report – M. Coaxum
  - Summary of Revenue was presented and reviewed. The report was presented in a newer simplified format, which is still being tweaked. A short explanation should be included when there are variances in the budget greater than 25%. In addition, a balance sheet should be added to this report.
  - Funding based on the 135<sup>th</sup> day assessment (374 students) was 3.2 million. This is a preliminary number as the charter school district is

still reviewing data, and issues are still being worked out with Power School.

- Per pupil base cost for next year has increased by \$50.00, from \$2,350 to \$2,400.

IX. Executive Session

- At 7:27 p.m., a motion to go into executive session was made by J. Cash and seconded by M. Amaker-Small. *Result of voting: 8 yea; 0 nay*
  - Board Appointment
  - Personnel Matters
- At 9:55 p.m. a motion to go back into open session was made by M. Amaker-Small and seconded by P. Davis-Culler. *Result of voting: 8 yea; 0 nay*
  - *No action taken during executive session.*

X. Action on Items from Executive Session (if necessary)

- A motion to table the decision, including the voting on the candidate, until we are able to discuss the details and put forth an actual offer was made by J. Cash and seconded by J. Whetstone. *Result of voting: 5 yea; 1 nay; 2 abstain (Amaker-Small & Tryciecky)*

XI. Ending Comments: A called meeting will be held on Tuesday, April 25, 2017 at 6:00 p.m. to discuss unfinished business from the executive session.

XII. Adjournment: The meeting adjourned at 10:04 p. m. with a motion given by T. Sims and seconded by J. Whetstone. *Result of voting: 8 yea; 0 nay*

XIII. Submitted by Wanda Johnson

Items for next agenda

- Complete business from the executive session (called meeting).

Next meeting Dates

- April 25, 2017 (called meeting)
- May 11, 2017
- June 8, 2017
- July 13, 2017
- August 10, 2017