



**Felton Laboratory Charter School - Board Meeting Minutes  
FLCS Cafeteria  
Thursday, October 10, 2019 at 6:00 PM**

**Mission Statement:** “The mission of Felton Laboratory Charter School is to provide a rigorous, creative and a diverse learning environment through Science, Technology, Engineering, Arts and Mathematics (STEAM).”

**Present:** Mr. Joseph Onyeocha, Dr. Jennifer Cash, Ms. Tonya J. Davis, Dr. Valerie S. Fields, Ms. Anna S. Jacobs, Dr. Kalu Agba Kalu, Mr. Greg Twitty.

1. **Call to Order 6:04 p.m.**
2. **Adoption of Agenda- Motion made by Ms. Anna S. Jacobs to admin Agenda to add legal to the executive session. The motion was seconded by Mr. Greg Twitty. Vote 6 to 0.**

**Motion was made by Mr. Joseph Onyeocha to move item 9(d) to executive session. The motion was seconded by Ms. Anna S. Jacobs. Vote 6 to 0.**

**Motion was made to adopt the agenda with changes by Mr. Greg Twitty, was seconded by Dr. Valerie S. Fields. Vote 6 to 0.**

3. **Approval of Minutes- Motion to move the approval of minutes to the next board meeting was made by Ms. Anna S. Jacobs seconded by Mr. Greg Twitty. Vote 6 to 0.**
4. **Reading of Mission Statement**
5. **Director’s Report (Mr. Charley)**

**Mr. Charley recognized Nurse Stevens and all Faculty and staff members of Felton. Mr. Charley went over the school report card. (Board member Ms. Tonya J. Davis entered) Mr. Charley pointed out that the cafeteria has been painted. There will be another teacher academy on October 26, 2019. The Kegan training was 100% participation. The school has started the new master schedule. Mr. Charley went over the reading challenge and stated that at the teacher academy on October 3<sup>rd</sup> the teachers worked on pacing guides. The new laptops and monitors have arrived. The ERT team will visit on January 26, 2019. Will have smart board training on October 1<sup>st</sup>, Picture Day on October 16<sup>th</sup>, and Literary night also on October 16<sup>th</sup>. Friday October 18<sup>th</sup> School will dismiss at 11am because of the homecoming of SCSU. The SGA will participate in the homecoming parade. Will have a school improvement meeting October 23<sup>rd</sup>, STEAM day October 25<sup>th</sup>, Red ribbon week October 28<sup>th</sup>, PSAT October 30<sup>th</sup>. There will be a SCAB conference in January Mr. Charley has invited all board members to attend. A job description for an IT person will be developed, The make-up day for hurricane will be December 13<sup>th</sup>. Mr. Charley recognized the volleyball team for their 7<sup>th</sup> undefeated season. Enrollment is at 341.**

6. **Public Comment (See public comment sign in sheet)**

**No public Comments**

7. **Executive Session at 6:30 p.m. (30 min)**

**Motion to go into executive session made by Dr. Valerie S. Fields at 6:27, seconded by Ms. Anna S. Jacobs**

- a. **Report from an official of the Office of the Inspector General**
- b. **Personnel Issues, if any.**
- c. **Contract Issues, if any.**
- d. **Compensation Issues, if any.**

**Motion to return back from executive session 7:59 p.m.**

**8. Action on item(s) from Executive Session (5 min)**

**Motion to continue with McCay Kitty accountant firm made by Dr. Jennifer Cash, seconded by Ms. Tonya J. Davis. Vote 7/0.**

**Board also empowers the director for recommendations for IT position**

**9. Old Business (20 min)**

- a. **Retreat Update (Dr. Jennifer Cash)**

**Will send out a poll to vote on the following dates: October 19, October 26, November 2, and November 9.**

- b. **Strategic Planning Update (Dr. Valerie S. Fields)**

**Strategic planning committee has not met.**

- c. **Director's Evaluation Tool Update (Mr. Greg Twitty)**

**Mr. Greg Twitty stated that there was not another need to create a new evaluation tool that it would just be better to pull from the tool that was already provided**

- d. **Finance Committee Update:**
  1. **Report and recommendation on the outsourcing of Acct. Serv.**
  2. **Restructuring of the Business Office**

**10. Selection of a candidate to replace Dr. McMichael (10 min)**

**A motion was made to add Dr. Bridget Hollis Staten to the Felton Laboratory Charter school board by Dr. Valerie S. Fields and was seconded by Mr. Greg Twitty. Vote 7/0. Dr. Cash will send a letter to Dr. Bridget Hollis Staten to welcome her to the board.**

**11. Adjournment**

**Motion to Adjourn was made by Mr. Joseph Onyeocha and was seconded by Ms. Tonya J. Davis. Vote 7/0**

**Next Meeting: November 14, 2019 & December 12, 2019**