

Felton Laboratory Charter School Board of Trustees

Monthly Meeting

Thursday, June 20, 2019

MINUTES

Present: Mrs. Tonya Davis, Dr. Wanda McMichael, Mrs. Anna Jacobs, Dr. Jennifer Cash, Attorney Thomas R. Sims, Dr. Gloria Winkler, Dr. Joseph Onyeocha, Mr. Greg Twitty, Dr. Valerie Fields, Dr. K.A. Kalu, Dr. Roberta Heyward; **Absent:** none

- I. The meeting was called to order at 6:06 p.m. by T. Davis, board chairperson.
- II. **Adoption of agenda** – G. Twitty made a motion to adopt the agenda as presented and A. Jacobs seconded the motion. **Result of voting:** 10 yea; 0 nay
- III. **Approval of Minutes** - The minutes for March 14th, May 9th, and 21st were approved as noted. A motion to approve the minutes was made by W. McMichael and seconded by A. Jacobs. Motion passed; **Result of voting:** 9 yea; 1 Abstain(Twitty); 0 Nay
- IV. Review of Bylaws (agenda item # 4) conducted ,by Attorney Tyler Turner

ARTICLE 1: Sections 1-5 – NO CHANGES

ARTICLE 11: – NO CHANGES

ARTICLE 111:

Sections 1-3 – NO CHANGES;

Section 4 - Agendas must be posted on the school website because during its last session, the South Carolina General Assembly amended the FOIA and mandated that change.

Attorney Turner recommended that a motion be made to amend the agenda so that a discussion of certain Bylaws become item “D” under the topics listed for discussion in executive session. The motion was made by the board chair and seconded by A Jacobs.

Sections 5 -10 – Changes are detailed below.

Section 5: Special Meetings.

- Special meetings of the Board of Directors may be called by the Chair and will comply with the requirements set forth in the South Carolina Freedom of Information Act, including but not limited to the requirement that an agenda be posted at least twenty-four hours prior to the meeting.

Section 6: Emergency Meeting.

- Emergency meetings of the Board of Directors may be called by the Chair, the Vice Chair in the Chair's absence, or three members of the Board of Directors in the absence of the Chair and Vice Chair. Emergency meetings do not require 24 hours' notice. An emergency is an unforeseen occurrence, or combination of circumstances, which call for immediate action or remedy. An emergency must be real and determined in light of the situation.

Section 7: Meeting Participation by Means of Electronic Equipment.

- In accordance with the South Carolina Freedom of Information Act, a member or members of the Board of Directors may participate in a board meeting by means of electronic equipment. Participation by means of electronic equipment does not relieve the Board of notice, agenda, or other meeting requirements set forth in the South Carolina Freedom of Information Act.

Section 8: Quorum.

- A simple majority of the constitute membership of the Board of Directors will constitute a quorum. No proxy votes will be allowed when members of the Board of Directors are absent from regular or called meetings.

Section 9: Procedures.

- The vote of a simple majority of the Board Members present at a properly called meeting at which a quorum is present will be the act of the Board of Directors, unless the vote of a greater number is required by law or by these Bylaws. The Board will keep written minutes of these proceedings in its permanent records.

Section 10: Public Comment.

- The Board of Directors may, in its discretion, offer the public an opportunity to comment at Board meetings.

ARTICLE 1V:

Section 1: Members. CHANGES

- The Board of Directors shall consist of nine (9) Board members, with six elected and three appointed. A choice of membership of the Board will take place every school year. In **even years, three elected seats and two appointed seats** will be filled. In **odd years, three elected seats and one appointed seat** will be filled.

Section 1.5 TEMPORARY PROVISIONS.

- The persons holding seats and term expiration dates of the seats on the Board of Directors at the time of the approval of these Bylaws are as follows:

Ms. Tonya Davis, Elected, Term Expires on June 30, 2020

Ms. Anna Jacobs, Elected, Term Expires on June 30, 2020

Mr. Thomas Sims, Elected, Term Expires on June 30, 2020

Mr. Greg Twitty, Elected, Term Expires on June 30, 2021

Dr. Valerie Fields, Elected, Term Expires on June 30, 2021

Dr. K.A. Kalu, Elected, Term Expires on June 30, 2021

Dr. Joe Onyeocha, Appointed, Term Expires on June 30, 2020
Dr. Jennifer Cash, Appointed, Term Expires on June 30, 2020
Dr. Wanda McMichael, Appointed, Term Expires on June 30, 2021

Section 2. Qualifications and Tenure. CHANGES

- Board Members will serve a term of **two years and may serve up to a total of two consecutive terms** regardless of whether a Board member is elected, appointed, or a combination of both. After serving two consecutive terms, a Board member must remain off the Board for at least one calendar year before serving again as a Board member. Terms for elected members will commence on **July 1** of a given year, and **terms for appointed** members will commence on **July 1** of a given year, or as soon as possible thereafter upon appointment by the Board. All expiring terms will conclude on June 30 of a given year. Fifty percent (50%) of the members of the Board must be individuals who have a background in K-12 education or in business. Each Board member must be a resident of the State of South Carolina. A person who has been convicted of a felony is not eligible to serve on the Board of Directors. At least one Board member should be an accountant.

ARTICLES V - X: NO CHANGES

Attorney Turner made a recommendation that the Board review IRS Form 1023 to ensure that no adjustments were needed especially since the school had changed sponsors since the form was originally filed with the charter application.

Chair Davis informed the board that Dr. Heyward was not feeling well and had requested that she give her report before the board enters executive session. A motion was made to move the director's report up on the agenda by Ms. Jacobs and second by Dr. McMichael. *Voting Results: 10 Yes; 0 Nays*

After Dr. Heyward's Report, a member from the SCSU Alumni made another request of the Board which would allow them to use the school's facility for a homecoming event that would involve serving alcohol.

At 7:23 p.m. A motion was made by Dr. Cash to enter into executive session and seconded by Dr. Onyeocha. *Voting Results: 10 Yes; 0 Nays*

At 8:50 p.m., A Jacobs made a motion to come out of executive session. Motion was seconded by Mr. Twitty. *Voting Results: 9 Yes; 0 Nays*

Returning to open session, the reading of the mission statement was omitted due to the lateness of the hour. There was also no request for public comments.

The finance report was the next agenda item. A discussion of the school finance issues was held and Chair Davis stated that the Board folders included copies of the current budget, budget analysis for the 135th day enrollment funds, and the proposed 2019-2020 budget. Several board members requested additional time to review that information. Chair Davis stated that a call meeting would be held to address budgetary items. It was also stated that any board member who desires to serve on the finance committee OR any other standing committee is welcomed to do so. Dr. Onyeocha stated that he would send out information informing the board about the date and time for finance committee work session.

Chair Davis also stated that since the Board voted at the last monthly meeting not to renew the annual letter of agreement for Dr. Heyward along with the fact that she received a resignation letter from the assistant director Mrs. Love, the school now does not have any administrative leadership to plan nor implement services for the opening of the new school year which will begin on July 22, 2019. This scenario places the Board in a dire need to make interim plans for school leadership for the 2019-2020 school year. After a detailed discussion, Dr. Cash made a motion to allow the Board Chair to approach Mrs. Natasha Berry, who currently serves as the instructional reading coach, about serving as an interim director for a period of one month so that plans can be made for the opening of school which begins on July 22, 2019. It was also stated that she could receive assistance from the SDE assigned transformational coach. It was seconded by Dr. McMichael who also amended the motion to add that Mrs. Berry would be offered additional compensation to perform those duties. *Results of Voting - (4 Yes, 3 Nays, 2 Abstained).*

Dr. Cash made a motion that the Board empower the school attorney to make the changes discussed in executive to the Bylaws. The motion was seconded by A. Jacobs. *Results of Voting: 0 Nays, 9 Yes*

Mr. Sims made a motion that the Board authorize Chair Davis to contact the South Carolina Public Charter School Alliance and authorize them to begin the process that will allow the Board to identify and choose a new director for the 2020 -21 school year. The motion was seconded by Dr. McMichael. *Results of Voting: 0 Nays, 9 Yes*

Dr. Cash made a motioned that the Board accept the resignation of Dr. Gloria Winkler, who resigned from her 2019-21 Board appointed seat. *Results of Voting: 0 Nays, 9 Yes*

Motion was made to adjourned the meeting by Mr. Sims at 9:26 pm. It was seconded by Anna Jacobs.