

South Carolina Calvert Academy

Governing Board Meeting Minutes

Columbia, SC

Thursday, December 17, 2009

In Attendance:

Randy Wilgis (by phone)	Pauline Sternick	Gloria Julius (by phone)
Jean Halle (by phone)	Tamra Misseijer	Steve Brown (by phone)
Andrea Mathis(by phone)	Ann Miller	Scott Moores (by phone)
Ross Norton, Jr. (by phone)	Secaida Howell	

Randy Wilgis opened the meeting at 11:01 AM

Mr. Wilgis took the role, determined that all board members were in attendance and asked Calvert Education Services (CES) staff to introduce themselves.

Mr. Wilgis offered a motion to approve the minutes from the 11-19-09 and 12-1-09 SC-CAL Founding board meetings and minutes were approved.

Mr. Wilgis opened discussion on the board's conflict of interest policy and confirmed that the new board members had received and read the recently revised draft. Dr. Howell offered that the board may want to consider the South Carolina Ethics Commission's Statement of Economic Interest" that appears on their website. The board determined that the new draft should be compared to the requirements of the Ethics Commission statement. Mr. Wilgis asked Mr. Moores to check the ethics website and forward findings to him so that he could inform the board on recommended next steps. Mr. Wilgis also informed the board that he would contact the board's legal council, Boykin & Davis, and determine the need for a special SC-CAL board meeting the following week to vote on a new conflict of interest policy.

Mr. Wilgis informed the board that he had recently received a letter from Joey Medley, Education Associate for the Office of Public School Choice and Innovation, SC Dept. of Education concerning CES representation on the SC-CAL Board of Directors. Discussion followed and Mr. Wilgis stated his personal desire to have CES represented on the board and noted a provision in the bylaws not to exclude CES staff from election to board membership. Mr. Wilgis informed the board that he had spoken to Mr. Medley and SCPCSD superintendent Wayne Brazell about the issue and that he would be sending a draft letter of response to Mr. Medley to the SC-CAL board for their review and approval prior to submission to Mr. Medley on or before January 8, 2010.

Mr. Wilgis moved to the topic of the school's budget and informed the board that Fiscal Services Consultant Bill Moser was in the process of updating the financial forecast for SY09-10. Based on recent budget cuts in three areas (EFA 5% reduction, Fringe and Federal Stabilization) totaling over \$180,000, the school is expected to be significantly in the red due to this revenue shortfall. Mr. Wilgis suggested that the board form a committee to figure out what can be done to balance the budget and will send the updated budget summary report to all members when he receives it from Mr. Moser.

Mr. Wilgis next opened the floor for election of officers to the SC-CAL Board of Directors. After explaining the four positions provided in the bylaws and the duties involved, board members expressed their interest in individual positions. Nominations were opened and the board voted to confirm the following officers for 2010:

- President – Randy Wilgis
- Vice President – Andrea Mathis
- Treasurer – Paula Sternick
- Secretary - Tamra Misseijer

Mr. Wilgis next proposed a resolution to form a Budget Committee and the board approved. Board members Ann Miller, Tamra Misseijer and Ross Norton volunteered to serve on the committee and Jean Halle volunteered to be a resource if needed. The committee will be led by new Board Treasurer Paula Sternick. Ms. Sternick will set up a conference call meeting in early January with Committee members, Mr. Moser, Dr. Howell and Mr. Moores. Mr. Wilgis then referred to the other areas of responsibility that will need board leadership and participation. These include academic performance, school operations, parent and community relations and legal compliance. The board agreed to consider these assignments at the next meeting in January.

The board next considered a proposal by Mr. Moores to request an enrollment increase for the school. The board subsequently passed a resolution authorizing Mr. Wilgis to send a letter to District Superintendent Wayne Brazell requesting that enrollment be increased to 400 in SY10-11, 500 in SY11-12, 600 in SY12-13 and 700 in SY13-14. Ms. Halle asked the board to consider making individual student counts in the lower (primary) grades higher than the higher (middle school) grades when the board considers next year's budget in the spring. Dr. Howell pointed out that the board will also need to plan for additional teachers with the increased enrollment.

Headmaster Report:

Dr. Howell reported that internet subsidies were recently mailed to parents but that future payments will be cut due to the reduced funding. He also reported on the completion of three successful student field trips that were well supported by parents. Dr. Howell related that he held a mid-year meeting with his teachers and that he was working with CES to revamp the Science curriculum with new textbooks. He believes that the school has had many successes and has overcome start-up challenges.

Dr. Howell volunteered to send board members a package including minutes, charter application and other reading materials. Board members indicated that they will welcome the receipt all materials.

The board then considered future meeting dates and times. It was agreed that meeting will continue to be held on the third Thursday of every month at 4:00 PM.

There being no further new business, Mr. Wilgis moved to close and the meeting was adjourned at 12:25 PM.

