

**MINUTES**  
**BOARD OF DIRECTORS**  
**SOUTH CAROLINA WHITMORE SCHOOL**  
**501 Commerce Drive NE**  
**Columbia, SC 29223**  
**March 22<sup>nd</sup> , 2018**

**CALL TO ORDER**

The meeting was called to order by Board of Directors Chair, Terry Hitch, at 9:30 am.

**ATTENDANCE**

Terry Hitch, Chair; DuJuan Council, Secretary; Chris McClure, Treasurer; Roger Sears, Board Member; Ann Brown, Board Member (via phone); Susan DuRant, Board Member (via phone); Ashley Wheeling-Goodson (via phone); John Loveday, Principal; Ebone' Adams, Assistant Principal (via phone); Michelle Bishop, Compliance Coordinator; Annette Havens, Testing/Social Media Coordinator (via phone); Amanda Reilly, Spanish/Director of Curriculum and Instruction; Susan Herring, Office Manager; Kim Dunbar, Lead School Counselor; Andrew Cilone, Kelley-Moser Consulting; Ellen Ray.

**OATH OF OFFICE**

Oath of office was given to Ashley Wheeling-Goodson by the Board Chair, Terry Hitch.

**APPROVAL OF MINUTES**

The Minutes of December 14, 2017 were presented for approval by DuJuan Council. Correction made on page 1 and page 3. Motion was made to approve the minutes and 2<sup>nd</sup> by Chris McClure. Approved by unanimous vote.

**FINANCIAL UPDATE**

Andrew Cilone, from Kelley-Moser Consulting provided an update on the current financials. Revenue for FY19 is being based on a student count of 405, which is where the school has been historically. Total funding levels have increased by 11% since last fiscal year. Changes in the makeup of student body caused a reduction in funding in certain categories. Once the numbers from the 135- day count have been computed, then hopefully revenue will increase. Therefore, some items were trimmed in the FY19 budget and salaries updated for next year. Some instructional therapy services increased this year and projected these adjustments for next fiscal year. The mortgage amortization schedule and the insurance premiums notated are the exact amount for next year. Payments to KM is also the same for FY18 and FY19. The budget reflects a net budget loss but SCWS has built-up reserves. SCWS has more than enough to cover the loss with budgeted cash on hand and the Board discretionary fund both of which constitute unencumbered cash. Currently enough to cover five months of operation. Then, a possible FY19 per pupil increase would also increase cash on hand and the board discretionary fund. General assembly budget may be finalized on April 15<sup>th</sup> or maybe later but

will know before next board meeting if increase is coming for FY19. Budget not based on hopes but real numbers to be fiscally responsible. The budget depends on three items, 1. When kids enroll, 2. Student add on funding, and 3. How many students enrolled. Items one and two may change but item three stays consistent. The 135-day count was submitted on March 20<sup>th</sup>. The first reading of the proposed FY19 budget, by the Board. Andrew Cilone left the meeting.

### **PUBLIC COMMENTS**

Ellen Ray has watched SCWS grow and noticed that most of the student withdrawals is due to attendance. Ellen wants Compuhigh to reach out to students, who withdraw from SCWS for attendance, to offer them enrollment at Compuhigh with partial or full scholarships. Ellen is working with Ebone Adams to come up with a plan of action. This partnership will help SCWS graduation rate, if students enroll at Compuhigh.

### **FINANCE COMMITTEE UPDATE**

Chris McClure gave a finance committee update and had questions concerning student enrollment. The Protocol for enrollment will be written and given to board members. John Loveday looks at past data to come up with next year's expected student count. In the months of May and June, the new 135-day count will increase the revenue for FY18 and this revenue stream will continue into FY19. Federal Reserve increased interest rate and SCWS has a good average balance in both checking and savings accounts. A possibility of three more interest rate increases this year. Earning money with our current CD's. In February, dipped into cash portion of brokerage account. Mortgage debt reduction at \$3,000 a month. The amortization schedule has a balloon payment in 5 years. Waiting on assets to mature, then payoff the balloon payment starting in 2 years. The instrument is set aside for debt elimination and to be free of the balloon payment. Business savings account has never been touched and can be used in the future and replaced after a few days. Thanks for clear thinking and strategic approach to finances.

### **ACADEMIC UPDATE**

Graduation for the 2018 Senior class will be held on Saturday, June 2<sup>nd</sup> at 11 am. Board will arrive at 10 am. Save the dates are going to be mailed soon. This year there are 127 seniors, 27 have completed all requirements and an additional 8 completed all requirements before December 15<sup>th</sup>. Thirteen students are graduating 2 years early and will be counted in the 2019 school graduation rate. Forty-five more are expected to finish before graduation. Thirty students have been assigned to the school counselor intern to help improve the 2018 graduation rate. College and career plans for seniors and meetings with students and parents. Graduates going into military will have red, white and blue cords. Susan DuRant stated the ratio for student to counselors is 1:100 which is good compared to a brick and mortar. Terry importance of counselors in school and the use of interns to help the school in innovative ways. Kim explained JaQuette was an intern last year and was hired for this year. Intern already in progress for next year. Terry thanked Kim for her work.

SCWS hired a videographer to capture the whole graduation event and will also video student testimonials, teachers and board members. Videographer will also create a 30 second loop for

website (example: California Dreaming) showing the school's success and smiling faces. The website loop will not have sound because studies have found the sound to be annoying to website visitors. The student pictures will be authentic to SCWS and will take our website to the next level. The videographer was recommended by website developer. SCWS will still have a traditional photographer.

### **TRANSFORM SC APPLICATION**

Michelle Bishop explained the proposal to apply to participate in Transform SC, part of Council on Competitiveness. Transform SC is collaboration that forms a network of resources for the participating schools. Betty Bagley came to the SCWS office and explained how to apply and the benefits. Ms. Bagley wants SCWS to be the first virtual school to participate. Benefits of Transform SC include connections with business community and with state representatives. Transform SC has bused legislative representatives to different Transform SC schools to show what all the schools have to offer. Betty Bagley, was a board member on SCPCSD but resigned for a seat on the Anderson County board and is also a Former Superintendent. SCWS will submit an innovation plan, which is currently being compiled by Michelle. John stated this will allow SCWS to widen our network with business leaders. The focus is personalized learning for students, mastery based, but we will not be sharing "trade secrets". Approval by the Board is needed. Terry Hitch made a Motion for a request to accept and become part of Transform SC. 1<sup>st</sup> DuJuan & 2<sup>nd</sup> Roger Sears. Approved by unanimous vote.

### **PRINCIPAL'S REPORT**

A handout on the school organizational chart nothing has changed since last time the Board received a copy. The chart will be updated with names and sent to Board. New proactive security measures adopted, by adding a secure lock to the front door, so visitors will need to be buzzed into the office. Protection of employees and students. The office staff and some of the staff's children participated in Adopt-A- Highway trash pick-up on Fontaine Road collecting 25 bags of trash. This has spurred the office to have one trash collection date each quarter. The next date is scheduled for the first week in June. The Academic calendar is about trying to find the balance between students needing to finish and teachers needing a break. A couple of days off for teachers was added, so the 2018-19 extended year ends two weeks earlier but will be total of 6 weeks for 210 instructional days, which is more than a traditional school. This change must be approved by the Board. In-service for teachers and staff will be on Thursday and Friday, then Open house will move to Saturday. Monday and Tuesday teachers will be getting ready for school to start on Wednesday. Motion to approve the draft of school calendar for 2018-19 by Ann Brown and 2<sup>nd</sup> by DuJuan Council.

District updates Tyler Turner, from Turner Caudell, wrote letter to district, requesting a review of our status of caution, letter was sent on January 10th, 2018. Formal response received on February 27th, 2018 and stated SCWS was returning to good standing. All schools in the district have been told to anticipate new SPF data in the coming weeks. With only partial data available, schools do not anticipate having an updated rating until later this calendar year (likely

fall). SCWS will be allowed to give feedback. It appears all transfer schools will be allowed to move to the Charter Institute at Erskine, which is opening with 12 schools this fall. Of those 12, nine will be transfer schools from SCPCSD and 3 will be new schools. New laws in the future giving guidelines for transfer of charter school to another district. The original law written in 1996 and needs some revisions. The SCPSCS District has made some good hires recently, specifically a new PowerSchool coordinator, Don Wical. Superintendent Elliott Smalley asked to attend our next board meeting on June 21<sup>st</sup>, to provide a district update and answer any questions from the SCWS Board of Directors. The district will move from 6 to 2 virtual schools in 3 years.

Current enrollment is 416 students, 165 on the waitlist and have received 122 student intending to return documents. The current Staff at SCWS is 24 full time and 8 part time with plans to employ 27 full time and 6-8 part time teachers next school year, 96% retention rate for our entire faculty and staff (one departure) Board has been influential in helping to retain employees with the retirement plan. Teacher shortage article in Greenville Journal handed out. Teacher shortage and retention is an ongoing problem in brick and mortar schools. The Board viewed the SCETV video on SC Whitmore School. John has been pitching story for over a year with a focus on Shelby Ray Shealy. Employee had cancer, husband had open heart surgery, grandson died in his sleep this past Monday. Board to sign sympathy card to send to employee. Flowers were sent on behalf of the Board, Faculty and Staff.

### **EXECUTIVE SESSION**

Terry made a motion to enter executive session. Discussion but no action was taken.

A motion by Terry Hitch to return to regular session, 2<sup>nd</sup> by Roger Sears. Approved by unanimous vote.

### **ADJOURNMENT**

Next Board meeting in June 21<sup>st</sup>, 2018 at 9:30 am. No other new business.

A motion was made to adjourn the meeting by Terry Hitch and Chris McClure 2<sup>nd</sup> the motion. Unanimous vote to adjourn the meeting.