

MINUTES
BOARD OF DIRECTORS
SOUTH CAROLINA WHITMORE SCHOOL
501 Commerce Drive NE
Columbia, SC 29223
December 13th, 2018

CALL TO ORDER

The meeting was called to order by Board of Directors Chair, Terry Hitch, at 9:06 am.

ATTENDANCE

Terry Hitch, Chair; Roger Sears, Secretary; Chris McClure, Treasurer; Shennice Cleckley, Board Member; Ashley Wheeling-Goodson, Board Member (via phone); Jim Rund, Board Member; Elizabeth Vice, Board Member; John Loveday, Principal; Ebone' Adams, Assistant Principal; Amanda Reilly, Director of Curriculum and Instruction; Michelle Bishop, Director of Compliance; Susan Herring, Director of Human Resources; Annette Havens, Testing and Social Media Coordinator; Andrew Cilone, Kelley-Moser Consulting.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

The Minutes of September 20, 2018 were presented for approval by Roger Sears. A motion was made to approve the minutes by Chris Sears and 2nd by Jim Rund. Approved by unanimous vote.

FINANCIAL UPDATE

Andrew Cilone, from KM Consulting, presented the the statement of revenues and expenses. New funding, from the 45 day count, will start in January and the bottom line will be positive. There is 63% of the budgeted funding remaining but this will change with the new amounts in January. An adjustment in the Workers compensation line and will be reflected in the line below. The Office Supplies are slightly below where expect at 58% spent. The board issued a bonus paid to each full time employee and is listed in the statement. Travel is reflected as negative but this is an error on the report. The large expenditure on roof is listed under Operation and Maintenance. Total expenses are at 54% spent, which is a little low for December.

The changes in the updated budget report shows the EFA high school is lower but increased number of students added to vocational classes, LD had a net increase, PIP increased by approximately 30 students. The report is even better than expected. Salary, contracted for services and retirement were increased to help with expenses. Office Supplies budget line increased and Instructional technology increased due to SchoolMint, the new online enrollment system. Legal services increased along with an increase in district offset. Boosted supplies under school which increased the bottom line. The increase in expenses changed the end year cash on hand slightly but will increase by end of year.

A healthy 45 day count which includes a significant increase in LD from 3.4 last year to 36 this year. Better financial situation even without increase in state funding. Andrew explained the 135 day count is on March 20th and the new funding will be available in April. Goal is to increase students to increase funding. John showed an online article "SC Teachers Warn Legislatures: We're Darn Close to a Walk Out" by the Post and Courier newspaper. State Legislatures have declared 2019 the year of Education calling for statewide change.

*Andrew left the meeting.

UPDATED SCWS BYLAWS (FIRST READING)

The updated SCWS bylaws were presented to the board by Terry Hitch for the first reading and discussion. John explained section 5.12, a good practice to have a by-law concerning the Fund Balance. Continued discussion on Section 5.12 on whether to include a maximum on the fund balance. Appendix A section 1, needs more clarification as to when the time begins for notification. Mission statement was added section 2.6, adding visions and values to it. Article 3.3 in reference to adding “cannot finish or complete their term” needs to be expressly written under this article., Terry asked the Board to look back through the by-laws and make any changes to be discussed at the next board meeting in March for final reading. The bylaws will be reviewed annually, by Roger and Terry, to make sure the bylaws are current. Once approved the student handbook will reflect the changes to the bylaws.

SENIOR UPDATE, SCHOOLMINT, AND LIVE CHAT

Ebone Adams, Assistant Principal, presented the senior update, 117 seniors and had 20 graduates in December, which is a school record. Most are entering Technology schools or certificate programs. All early graduates will be invited to the June graduation ceremony. Several seniors are participating in dual enrollment and have already finished their High School coursework. More students will be finishing in January and February.

The school will be transitioning to SchoolMint, an online enrollment system, from the current paper-based process. Explained current enrollment procedures and the benefits of SchoolMint, where parents will be able register online and check where they are in the process. One place where parents will see what has been submitted and what is still needed. Starting in February 4th for re-enrollment of current students. The SchoolMint website can be accessed from a phone, tablet or computer. SchoolMint will be used for enrollment only but can over time see where are students are physically located. With 80% plus retention last year, this year re-enrollment it will be sent by email or text. Same or higher retention is expected. The cost for setup is 0.002% of the current budget. Yearly cost of 0.006% of the current yearly budget for online enrollment program. Both SchoolMint and Compuhigh use secure websites.

The new Live Chat feature on the school website was presented to board which started October 26th. Ebone Adamas and Pam Chick split the day answering questions on Live Chat. Showed features of this program and how this helps to communicate with interested parents. Also explained there is the capability of sending email with upcoming events or videos. This new feature makes our website stands out and very promising. Live Chat is open from 5:30 a.m. until 5 p.m.

**Roger left the meeting and joined by phone.

NEW STATE REPORT CARD RATINGS AND ANNUAL REPORT

Michelle presented the 2018 State Report Card and explained schools have not had a state report card rating since 2014. Districts are not given a rating only individual schools. The 2018 State report card looks very different than the previous versions. The District is aware of the differences between the State Report card and the District SPF. The District is the Authorizer for the school and wants SCWS to continue to make progress on the District SPF the focus be as a charter school, the state report card or the district SPF? The district stated the SPF since they are the authorizer for the school. The state knows there will be changes to the State Report Card. The public can make comments on the State Report Card. Clause in Charter law, the state can close the school if in lower level for 3 consecutive years. The State Report Card compared to District SPF, frustrating that the reports reflect things so differently. SCWS was unaware of how the state was going to calculate the information presented on the report card. Since sixty percent of the report card is based on the four year graduation rate and SCWS servers “at-risk” students, zero points were awarded to the school in the area. SCWS is working on

several improvements to help increase the State Report Card score. This score has designated SCWS as a Comprehensive Support and Improvement School.

**Roger left the meeting.

School Improvement Designated SCWS as a CSI (along with all other virtual schools in the state) because graduation rate is less than 70%. Webinar and face to face meeting, in January, with the Department of Education and will explain what they are going to do to help SCWS increase the graduation rate. The DOE will hopefully assign someone who has experience with virtual schools. School will receive money, based on ADM, over a three year period to improve the 4 year graduation rate. The first year is only the planning year and will receive money which may include hiring a graduation coach. Michelle will be handling all the CSI paperwork.

John explained the draft of the School Performance Framework (SPF), from the District, is much better comprehensive tool for looking at the school's performance. This annual report looks at three specific area: educational data and graduation rate, finance and compliance. The District SPF shows that SCWS is increasing the graduation rate and evaluated using the school specific indicator. The school is performing well in the area of finance. A change and notation will be requested regarding the negative budget but the school ended with a healthy fund balance. The compliance on SPF, explained by Michele, relates to the school's admissions and enrollment practices as fair and equitable as required by law. This is based on student diversity. The district can look at where our students come from and compare to the diversity of the area of which they live. District will take another look at this. SCWS is more diverse that in 2016 and 2017. The District looks at trends and will be more complete in the future and acknowledge progress. Comparison is apples to apples. New version will be sent out when items corrected. John is pleased with SPF.

PRINCIPAL'S REPORT

John announced that the 2019 graduation speaker will be Nancy Mace, state representative and first female graduate at the Citadel. Her children attend a Charter School in the lowcountry. The January teacher in-service will be at East Point Academy Middle School. The ADM is strong and exceeded the budget for FY19. Currently, SC Whitmore School has 410 students enrolled. There are 229 students on the waiting list. SC Whitmore School is participating in the Top Places to Work and has a 95% employee retention rate. John pointed out the "Minimally adequate" editorial in the Post and Courier.

OTHER BUSINESS

Terry Hitch explained will calculate the scores on John evaluations. Maybe looking at SPF as part of John's evaluation bc cleaner and neater and takes John out of the equation. Board voted, by email, to give a bonus to all full time employees in November. Susan DuRant, former board member, her mother passed away a couple of day ago. Sending card to her signed by the board.

ADJOURNMENT

Next Board meeting on Thursday, March 14th, 2019 at 9:00 am. No other new business.

Graduation is June 8th, 2019 at Columbia Convention Center. Board expected to be there one hour early.

A Chris Sears made a motion to adjourn the meeting a 1st by Ashley Wheeling-Goodson and Jim Rund, 2nd the motion. Unanimous vote to adjourn the meeting.