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RLOACS Board Meeting

6:00pm, Classroom 5A

Meeting Minutes

November 19, 2013

1398 Church Rd, Hardeeville, SC

Present:

Rob McBrayer, Chair; Anthony Altizer, Vice-Chair; Sheree Darien, Treasurer; Michelle Scott, Secretary; Brandi Freeman; Amleht Alston, Pershawn Patterson, Eunice Spilliards; Dr. Karen Wicks, Executive Director of the Academy; Les Wicks, Facilities Management; Bill Moser, Kelly-Moser Consulting; Michelle Jones, Elliott-Davis; Chris Dangen, City of Hardeeville

Absent:

Next meeting:

January 21, 2014;

Next Parent Meeting:

January 23, 2014

Chair called the meeting to order at 6:00pm. A quorum was present. Chair called members into Executive Session to discuss a specific personnel matter.

Executive Session

Chair called the members back to general session and called the general session meeting to order.

Old business:

▪ **Minutes of October Meeting - Chair**

Secretary asked the members to read the minutes from the October 15, 2013 meeting and to indicate if they had questions or comments. The Chair asked for a motion to accept the minutes as written since there was no discussion. A motion was made by Michelle Scott to accept the minutes, and the motion was seconded by Brandi Freeman. The members voted and were unanimously accepted.

New business:

- **RLOA Mission Statement** – The Chair read the complete mission statement.



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- Finance Report and 2013-14 Budget - Chair gave the floor to Bill Moser of Kelly-Moser Consulting. The October Budget Report was reviewed and discussed at length by the members. Mr. Moser explained changes to the budget and indicated that the school is currently on track and in a healthy financial position. A motion was made by Eunice Spilliards to accept the changes on the budget. The motion was seconded by Sheree Darien. A vote was taken, and all members accepted the budget changes.
- Audit Report - Chair gave the floor to Michelle Jones, Elliott-Davis LLC: The audited financial statement and its accompanying report were presented to the Board and discussed at length. The auditor explained each section of the report and answered questions from members. The auditor praised the members of the Board for the quality of their questions and the fact that RLOA had a healthy fund balance at the end of the fiscal year. The Board accepted the audit, and the Treasurer praised the Executive Director for her financial stewardship. The Executive Director brought to the Board's attention the hard work of the Bookkeeper in providing the necessary information to the auditor in a timely manner. She requested that the Board send a letter of appreciation to the Bookkeeper.
- Update on Building, Finance, and Architectural Work – Chair gave the floor to Les Wicks, Facilities Management, who described the state of renovations. Renovations have progressed nicely; however, it has now been slowed down because when the State Fire Marshall visited the School for a routine inspection of the current facilities, he noted on the renovation project improper brackets on the sprinkler system and some paperwork that is needed. A hold has been placed on the construction until notice by the Office of School Facilities.
- Land Proposal - Mr. Wicks then introduced Chris Dangen, Hardeeville Downtown Development Manager, who spoke with the Board and answered questions about the land that is being donated in downtown Hardeeville by the Gray Family. Mr. Wicks, school legal representatives, Hardeeville officials, and the Gray Family will be meeting with the bond council on November 20th to move forward on the gift.
- Board Elections: Counting of Votes – Secretary: Ballots were counted in front of all present. The current Board members were elected, and Penny Daley was elected as our newest Board member. The Board welcomes Mrs. Daley!
- Board Self-Evaluation – Secretary indicated that the self evaluation form was handed out to all Board members to complete. Additional copies were provided so that all members were able to complete the forms, which will be sent to the Public Charter School Alliance of South Carolina and included in the school's Annual Report.



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- School Updates – Chair gave the floor to the Executive Director, who explained the School Updates the Board was given in their Board folder.
 - Enrollment: 489
 - Competitive Sports: Basketball season starts November 24th. The schedule of games has been published and given to the Board.
 - Parent Meetings: The SIC Board was elected: Priscilla Green, Christ Tindal, Dena Sanchez, and Tammy Isham. The next parent meeting is January 23, 2014. The SIC will meet with the Executive Director on November 25th. The PTO is conducting a chocolate bar fundraiser. If all 350 boxes are sold, the PTO will net approximately \$10,000.00, which will go toward the cost of playground equipment.
 - Parent Conferences: On Monday, November 11th, 1:30-6:00 pm, Parent Conferences were held to discuss results of MAP testing and student progress. We had a large turnout. For parents who were not able to attend, teachers have set appointments for upcoming Friday afternoons.
 - Bright Ideas Grant Award: Gregg Dixon, 4th Grade Teacher/District TOY, received a \$1,000.00 Bright Ideas Grant Award for the interactive software *History in the Making*. Mr. Dixon and Dr. Wicks attended the luncheon in honor of recipients.
 - Technology: We have installed a cart of 27 ChromeBooks in Mr. Dixon's classroom so all his students can work through this interactive program at the same time as well as to serve as a pilot for the enhanced use of technology to maximize PBL. William Westbrook, 8th-9th Grade STEM Teacher, also has a full complement of tablets and ChromeBooks to use in the classroom as a pilot for the enhanced use of technology to maximize PBL. These two classrooms' experience will inform our use of technology in other classrooms.

The school now has Blackboard Connect, which allows us to blast phone messages to parents to keep them informed and to alert them in case of an emergency. The first message will go out on November 20, 2013 at 6:30pm. This communication system will allow us to send out voice messages to remind parents of upcoming events and to use in case of an emergency.
 - Audit: The audited financial statement for 2012-13 SY was submitted to the district November 1, 2013.
- Other
 - Executive Director asked the Board to review the draft Wellness Policy and make a ruling whether to accept it. The Board reviewed the Wellness



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Policy. After discussion, Chair asked for a motion to adopt the Policy. A motion was made by Brandi Freeman and seconded by Pershawn Patterson to adopt the Policy. The members unanimously voted to approve the Policy.

- Executive Director asked the Board to review the Classroom Use Proposal of Charles Daniel, an NRA Certified Instructor. Mr. Daniel asked to use a classroom to instruct 20-25 students in the use of firearms. Members discussed the proposal. Anthony Altizer made a motion to not allow anyone or group to use school facilities during the 2013-2014 SY. The motion was seconded by Eunice Spilliards, and the members unanimously agreed not to approve the request.

Chair asked if any other matters needed to come before the Board or if there was any Public Comment.

No other matters were raised. Chair adjourned the meeting at 8:35pm.