**Richland One Middle College Board of Directors**

**Midlands Technical College Beltline Campus**

**Via Microsoft Teams (Video Conference)**

**Email** [**Erica.fields@richlandone.org**](mailto:Erica.fields@richlandone.org) **for login details.**

**May 10, 2023**

**9:00 A.M.**

**MINUTES**

**Board Members Present:** Dr. Erica Fields; Dr. Rob Gilmer; Tracy Dixon, and Mrs. Sherry Wright Moore, Dr. Tracy Dunn and Mr. Derrah Cassidy.

Board Members Absent: Mrs. Sherry Wright Moore and Mrs. Beverley Leeper

**ROMC Staff Present**: Mrs. Teresa Niles and Dr. Carla Brabham

**District Staff:**  None

**Prestige Solutions Staff:** Colby Southers

**Call to Order**

Dr. Erica Fields welcomed everyone and called the meeting to order at 9:03 a.m. via Microsoft Teams.

**Invocation**

The invocation was given by Dr. Erica Fields.

**Roll Call and Establishment of Quorum**

Mrs. Teresa Niles conducted the roll call and Dr. Fields noted a quorum.

**Adoption of the Agenda (Action)**

Mrs. Tracy Dixon moved to approve the agenda as written. Motion was seconded by Dr. Tracy Dunn and passed unanimously.

**Public Comments\***

No Public Comments

**Approval of April 2023 Minutes (Action)**

Dr. Erica Fields and motion was seconded by Mr. Derrah Cassidy and passed unanimously.

**Approval of May 9, 2023 Minutes**

Dr. Field read the minutes from the 9th meeting as well as sending them to each Board Member. These minutes were accepted as presented.

**April 2023 Financial Reports (Information**)

Mr. Colby Southers of Prestige School Solutions reviewed the April 2023 Financials.  Colby shared that all budget line items are in accordance with this time of year.

            Total Assets – $ 1,061,485.33

Monthly Payables – $ 50,643

Total Fund Balance - $ 915,012.74

**New Business**

1. **FY24 Budget (Action)**

Colby shared with the Board the projected 2024 budget. He stated that total approximate revenue coming in is 1.4 million with 90% coming in from the State budget. These numbers are based on the 135th day count of 77. The projection for the JAG position and the revenue from this position. The projected increase for 2024 should be approximately $200,000. This budget should leave a net income of $94,000.

Mrs. Tracy Dixon shared the Richland One Board of Commissioners voted to increase certified employee’s salaries by 5.5% with a step increase. Also, classified salaries were increased by 4% with a step increase. She suggested updating the budget.

Mrs. Tracy Dunn made the motion to approve the proposed budget with the understanding that there will be some corrections for a second reading. Motion was seconded by Dr. Tracy Dunn and approved unanimously.

1. **Retention Incentives (Action)**

Dr. Brabham shared that certified employees would receive a $2,000 retention bonus tied to signing your contract and returning to employment with Richland One for 2023-2024 school year. Staff will receive $1,000 at the end of May and the other $1,000 at the end of September.

**Classified employees** will receive their $1,000 retention bonus after signing your letters of agreement (which will be issued May 12) and returning to employment with Richland One for the 2023-2024 school year. You will receive $500 at the end of May and the other $500 at the end of September.

Dr. Brabham stated that she would like to have this for ROMC; however, due to our contracts being at-will she would like a condition that if an employee should leave before the end of the year, they would be required to pay the money back.

Dr. Erica Fields made a motion for the approval of the retention incentive for the ROMC staff, subject to the condition that they receive a letter outlining the consequences of leaving before the year's end. The motion was seconded by Dr. Tracy Dunn and approved unanimously by the attendees.

Mrs. Tracy Dixon requested that we review the at-will clause in the contract so that our contract is more in line with the Richland School District One contract.

Dr. Brabham will do additional research about charter school law requirements as well as district requirements for contracts and employment.

1. **Brabham/Rhodes Branding**

Charnita Mack and Ginny Kowalski of Rhodes presented the success and outcomes of the marketing and branding campaign for 2022-23. They shared where we have been and where would like to go in 2023-2024. Rhodes Branding proposed $3,900 per month for the contract with a full 12-month contract.

After the thorough presentation the board decided to table the vote until the June 14th meeting.

Dr. Fields made a motion to table this item for further review with Dr. Brabham and the Marketing committee. The motion was seconded by Mrs. Beverley Leeper and passed unanimously.

1. **Board Retreat/June Meeting (Information)**

The June 14th meeting will be a breakfast meeting at Lizard Thicket on Forest Drive at 9:00 a.m. Dr. Brabham will be sending a calendar invitation to all the Board members.

1. **School Updates (Information)**

ROMC’s graduation is May 23, 2023, at the Koger Center. She will be sending a calendar invitation to ensure that we have adequate space on stage for all Board Members.

Richland one Middle College had two students to receive their associate degree from MTC and 13 students to receive the General Studies Certificate.

1. **Committee Reports**

No Committee Reports

**Old Business**

No Old Business.

**Adjournment**

No further business the meeting adjourned at 10:17 a.m.

**Next Scheduled Meeting:** June 14, 2023