

CHARLESTON DEVELOPMENT ACADEMY PUBLIC CHARTER SCHOOL

Governance Board Meeting Minutes

February 28, 2023



~ MISSION STATEMENT ~

The mission of Charleston Development Academy Public Charter School is to provide a safe and nurturing environment that will encourage excellence and character-building initiatives in order to ultimately promote the personal and social development of motivated, responsible, and caring students.

Meeting Minutes | Board of Directors Meeting

Tuesday, February 28, 2023 | 5:00 p.m.
ZOOM Meeting

Call to Order:

Chairman Michael Miller called the CDA Governance Board of Directors meeting to order at 5:08 p.m., subsequent The Pledge of Allegiance, reading of the CDA Mission and roll call of board members.

Board Members Present for all or a Portion of the Meeting: Mr. Michael Miller, Dr. Conway Saylor, Mrs. Minnie Parker, Ms. Pleshette Grant, Mrs. Tanesha Martin, Mr. Reginald Graham, Dr. Shawn Johnson, Mrs. Cecelia Gordon Rogers, Rev. Dr. William Swinton, Jr., Mr. Kurt Walker, Mrs. Clarice Lemon, Ms. Anjanetta Goodwin, Mrs. Crystal Rouse.

Guest Present: Mr. Robert Berman

Pledge of Allegiance was recited by Mr. Michael Miller

Opening reflections: Mrs. Minnie Parker – “Unity”

Mission Statement was recited by Mr. Michael Miller

The Adoption of the Agenda:

- Mrs. Minnie Parker made a motion, which was seconded by Dr. Conway Saylor, and passed unanimously, to adopt the agenda.

Approval of Meeting Minutes:

- Dr. Conway Saylor made a motion, which was seconded by Mr. Kurt Walker, and passed unanimously, to approve the meetings as printed.

Finance Committee – Dr. Conway Saylor

- Change of bank signatories has been completed at Beacon Bank, and South State Bank. Pinnacle Bank will be completed tomorrow. The signatories are as follows:
 - Chairman – Mr. Michael Miller
 - Finance Chairperson – Dr. Conway Saylor
 - Treasurer – Mrs. Crystal Rouse
 - At-Large – Mrs. Minnie Parker
 - School Director – Dr. Shawn Johnson
- Will need to follow-up on SIC account at Wells Fargo Bank
- Will need to review budget short fall at the next Finance Committee Meeting which will be held, Thursday, March 23, 2023 at 5:30 p.m. In-person at the Middle School Campus.
- Finance Committee

Mr. Berman reviewed the following financial sheets:

- Balance Sheet
- Profit & Loss YTD Comparison
- Budget –vs- YTD Budget
- Profit & Loss Budget –vs- Actual
- Profit & Loss w/o Reid House Capital & Operating expenses
- Cash Flow Projection
- Profit & Loss by Class (Reid House)

Building Committee:

- A meeting was held with Bishop Samuel Green at this Columbia office. Bishop Green will allow us a two year extension on the current lease. This extension will be voted upon by Allen University Board of Director at their April 2023 meeting.
- A meeting with Superintendent of Schools, Mr. Donald Kennedy will be held next week.
- We need to lock down a place sooner than later
- Mr. Miller stated that the worst case scenario would be that we return the Middle School to Line Street
- What can we afford and what we can't afford?
- It is hopes that the AME Church or CCSD will come back with an answer within 30 days.
- 10 additional students can give us breathing room
- Mr. Miller stated that we as a board need to increase enrollment "more butts into the seats"

Director's Report - Dr. Shawn Johnson

- Teacher Recruitment
 - Social Media Campaign
 - Teacher Recruitment Fairs
 - International Search
 - Indeed (On-line recruitment)
- Student Recruitment
 - Community Engagement Campaign
 - Recruitment campaigns via social media platform now in full throttle
 - Yard Sign across the City
 - Distribution of Flyers and Application across the City
 - School Choice Fairs
 - School Visitations
- School Culture and Climate
 - We celebrated 2 staff birthdays this month

- MUSC
- Middle School attended the Stingrays' Education Day
- Black History Month Celebrations
- Visitation of Historical Landmarks in Charleston (Mother Emmanuel)
- Community Partnerships
 - Roper St. Francis (CPR Training)
 - MUSC (Doctors Talk & Earnest E. Just Symposium)
 - CERDEP (CCSD)
 - First Tee Golf
 - AKA CHIPP Program
- COVID-19 Status: OPEN 100%
 - 0 Positive cases among Students
 - 0 Positive cases among Staff
 - 1 Quarantine
 - There were 5 COVID-19 test administered on campus
- Student Achievement
 - Benchmark/Mastery Connect
 - MAP / Celebration
 - iReady / Celebration
 - Extended Day (After-School Program)
 - GT Testing
 - Academic Magnet

Suggest that we have CDA Day @ Ebenezer - Mr. Graham will make the arrangements.

Adjournment:

There being no further business, and upon a motion by Dr. Conway Saylor, which was seconded by Mrs. Minnie Parker, and approved unanimously, the Board meeting adjourned at 5:58 p.m.

Respectfully submitted,

Mr. Reginald C. Graham, Recording Secretary

Mr. Michael Miller, Board Chair