

CHARLESTON DEVELOPMENT ACADEMY PUBLIC CHARTER SCHOOL

Governance Board Meeting Minutes

July 27, 2021



~ 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.

The Official Zoom Meeting of the Charleston Development Academy Governance Board was called to order at 5:04 p.m. by Board Chair, Mr. Michael K. Miller, subsequent by the roll call of board members and reading of the CDA Mission.

Attending: Mr. Michael Miller, Dr. Conway Saylor, Dr. Shawn Johnson, Mrs. Minnie Parker, Mr. Reginald Graham, Mr. Joseph Watson, Ms. Anjanetta Goodwin, Mrs. Inell Greene,

Guest: Mr. Robert Berman, Mrs. Crystal Rouse, Mrs. Clarice Lemon, Mrs. Pleshette Grant

Excused: Mrs. Cecelia Rogers

The Pledge of Allegiance was recited by Mr. Michael K. Miller.

The CDA Mission Statement was recited by Mrs. Minnie Parker.

The Adoption of the Agenda was delayed because there was not a quorum at the beginning of the meeting. It was then motioned by Dr. Conway Saylor and 2nd by Mrs. Minnie Parker to adopt the agenda

Opening reflections by Rev. Dr. William Swinton - "Blessed Is The Man" Psalm 40:4

The minutes from June 22, 2021 - Motion to approve and adopt the minutes by Mrs. Minnie Parker and 2nd by Mr. Michael Miller. The following correction was made there are three (3) Member-at-Large and there is an opening for one (1). Dr. Saylor wanted the minutes to also reflect that there terms were two (2) year team, 2021-2023. There was also a typo "unfund" should be "unfunded". Mrs. Parker accepted the amended motion and the motion was then carried and passed.

Introductions of Guest and Board Members:

Mrs. Crystal Rouse, Mrs. Clarice Lemon, Mrs. Pleshette Grant

We need to employ CCSD about funding of the Early Childhood program. We need to have an in-person conversation.

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)

Mr. Berman stated that we are in the middle of the audit, CCSD has required the audit earlier again this year.

Direct Deposits: Dr. Saylor stated that staff should be require to go Direct Deposit. Most staff member are on direct deposit. Mr. Watson will check with City of Charleston Housing Authority on direct deposit for the rent checks.

Charter Schools must keep all federal funds separated and accountable. Must be shown in separate accounts.

The 2021-2022 budget need to be approved. Dr. Saylor move to amend the agenda to add voting on the approval of the budget. It was then motioned by Mr. Michael Miller and 2nd by Mrs. Minnie Parker the motion was carried.

Future of the potential location of the middle school. A conversation was held with CCSD a month ago. CCSD knows where we are as our re-location. They are interested in allowing us to have talks about the following locations:

- Simmons Pinckney
- Burke
- Mitchell
- Charleston Progressive
- James Island Middle

Mr. Miller received an email from CCSD and needs an answer sooner than later. CCSD needs about 11 months heads up. Is it financially feasible to stay at the Reid House?

CDA is 1st or 2nd on the CCSD's unfunded list. If funds remain from the funded list then the remaining funds will move down to the unfunded list.

Mr. Miller is concerned about the Reid House and the lease being directed by the Bishop of the AME Church. What happens should another Bishop come in?

Mrs. Clarice Lemon stated that she had to leave for another meeting.

Director's Report:

Summer Enrichment Program:

- "Rediscovering the Lowcountry" was designed for fun and learning.
- Very thanks to Pinnacle Bank for funding the \$5,000.00 grant to support the summer program

School Reopening:

- Teams are in the building cleaning the floors and carpet, painting and waxing floors
- Technology upgrades

- PA System installed at main campus

Facebook Grant

- Funding from the Facebook grant were used for the PA System and Internet system upgrade

Face Mask

- Still watching the Science
- South Carolina State recommends wearing mask indoors

Teachers return Wednesday, August 11, 2021 (Orientation at the Charleston Marriott Hotel)

Students return Wednesday, August 18, 2021

Middle School will be adding extra English I which will be two additional high school credit classes for 8th grade

More student in Middle School

- 57 students with a max of 60 students Middle
- 118 students with a max of 160 students Elementary

Dr. Saylor asked if we obtain another K4 class would we be able to house them? Yes, we would love to have another K4 class and we are able to house them. We are looking into CCSD hosting a 4 year old program at our school. (First Steps)

Mrs. Rouse asked that we share the needs of CDA, she stated that Early Learning is part of her Kindergarten Readiness Network. CCSD is working with the State in reference to government funding coming down the pipeline for Pre-K programs.

We will need to find the two teachers for the class.

Charter School Committee Bill has been brought to the House, HR4402 - Section 3-14. If a charter school uses any for profit company they will lose their Title funding. Our yearly audit firm is for profit. Mr. Miller will send out a text to State Representatives.

State Legislators - Need to be invited to Board Meetings and to the school. Dr. Saylor will follow-up with Dr. Johnson and report back at the next board meeting.

Summer Retreat Planning:

- Postponed until we have the members elected on the board. Will look at another date.

The Board was then called to Executive Session.

There being no further business the meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Ms. Anjanetta Goodwin, Secretary

Mr. Reginald C. Graham, Recording Secretary

Mr. Michael K. Miller, Board Chair