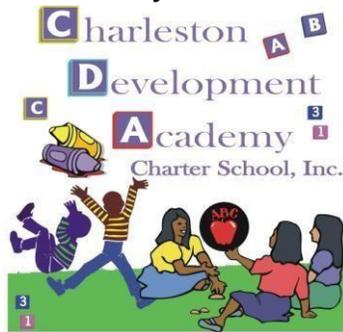


CHARLESTON DEVELOPMENT ACADEMY PUBLIC CHARTER SCHOOL

Governance Board Meeting Minutes

January 25, 2022



~ 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 Miller, subsequent by the roll call of board members and reading of the CDA Mission.

Attending: Mr. Michael Miller, Dr. Shawn Johnson, Mrs. Minnie Parker, Mr. Reginald Graham, Ms. Anjanetta Goodwin, Mrs. Inell Greene, Mrs. Crystal Rouse, Mrs. Clarice Lemon, Ms. Pleshette Grant, Rev. William Swinton, Dr. Conway Saylor, Mr. Joseph Watson, Mr. Kurt Walker, Rev Randolph Miller

Guest: Mrs. Sandy Kemper (PSG Ltd.)

Excused: None

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

The CDA Mission Statement was recited by Mr. Michael Miller

The Adoption of the Agenda: It was motioned by Mrs. Minnie Parker and 2nd by Mrs. Clarice Lemon to adopt the agenda as printed. The motion was carried and approved.

Opening reflections by Rev. Dr. William Swinton, Jr. – “Giving God Our Best”

Approval of Minutes:

November 23, 2021

- It was motioned by Mrs. Clarice Lemon and 2nd by Mrs. Minnie Parker to accept the meeting minutes with no corrections:

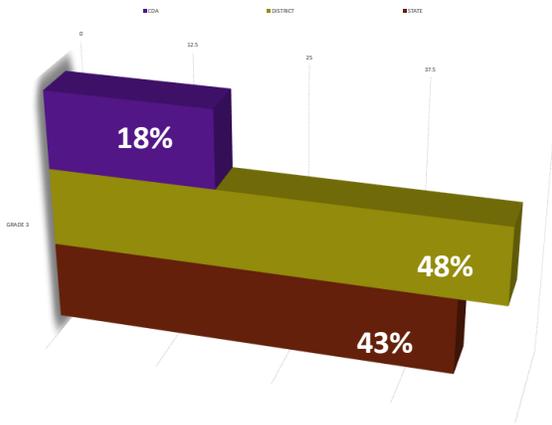
December 11, 2021

- It was motioned by Mrs. Minnie Parker and 2nd by Mr. Kurt Walker to accept the meeting minutes with no corrections:

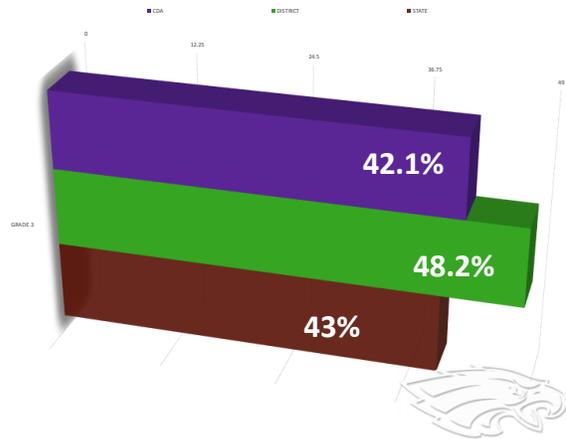
Data Reflection and Report

**Both Campuses
SC Pass Overall Student Performance**

Elementary Science

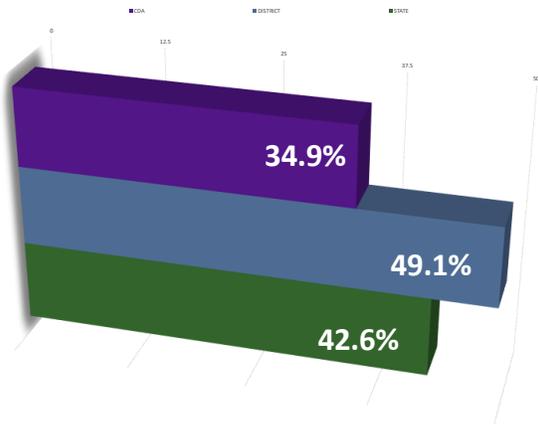


Middle Science

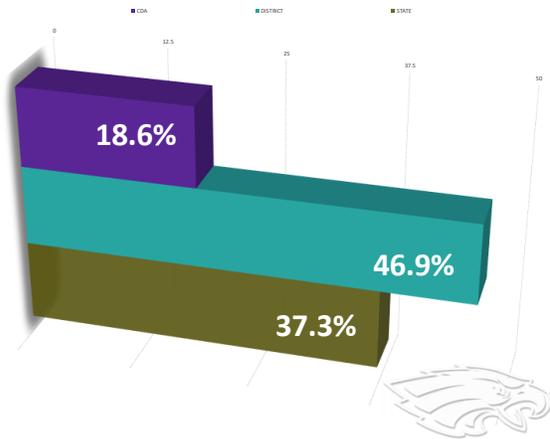


**Elementary
SC Ready Overall Student Performance**

English Language Arts

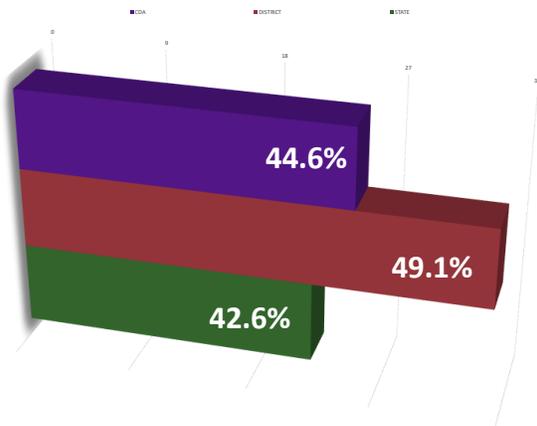


Mathematics

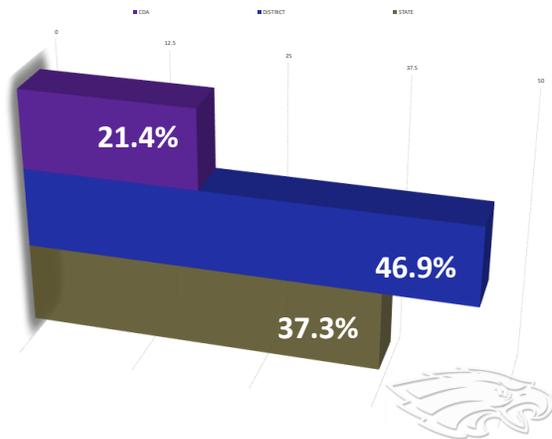


Middle SC Ready Overall Student Performance

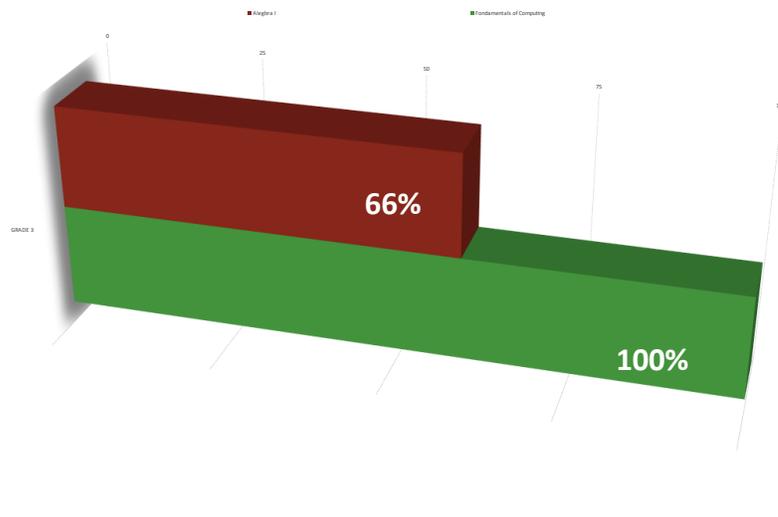
English Language Arts



Mathematics



End of Course Examinations (EOCE)



Framework For Academic Success

- *Disaggregation of SCPass, SCReady, MAP, and Benchmark Data
- *Complete Comprehensive Needs Assessments
- *Communicate Data with all Internal Stakeholders
- *PLC each month (Data Driven)
- *Align Lesson Plans and Instructional Calendar
- *Set a Baseline Achievement at 80%

- *Reading and Math Interventionist and Volunteers
- *Strategic Professional Development
- *WIN
- *Courageous Conversation
- *Chromebook Application
- *Accelerated Reading
- *Reading A-Z
- *IXL Math and Reading
- *Study Island
- *Socratic and Project Based Learning
- *Expanded Virtual SC Offerings
- *Activity Guidance Counselor (Social Emotional Health)
- *Extended School Year (After-school/Summer School)

How to engage students at home for an extended period of time. Every meeting some data point will be presented by Dr. Johnson. Test, Exam, Teacher, etc.

Is there something we could provide to parents to help students at home for 30 mins per day, Yes.

Ms. Goodwin asked is there a graph of test scores from previous years, Yes we have that data.

Mr. Watson stated that his question has not been answered since September.

Mrs. Minnie Parker thanked Dr. Johnson for the report and stated that Dr. Johnson does bring the data to the teachers several time per year. The more the parents are working with the school the more we improve. Mrs. Parker also stated that she is willing to work with students with homework.

Mr. Miller stated meet the Teachers in the beginning of the year and Board could meet with parents at that time. Once Board Members meets with each class to do a drop in with other parents. Engage the parents throughout the year....Reengage parents.

Ms. Pleshette Grant stated that there is a great push for having mentors for the students, can we work on getting mentors for parents and guardians as well?

Mrs. Lemon suggested training for parents throughout the year. Also, a training for Zoom – close the gap between technology.

Finance Committee

Mrs. Kemper 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)

PPP funds have been accounted for and spent on payroll as designed

EIA – Payroll and related expenses

Dr. Conway Saylor asked where will fund come from to pay off debt. Mr. Watson stated that Mr. Berman corrected that the balance would be paid off in June 2022.

By-Laws Committee – Ms. Goodwin and committee will start this month

Board Members rolling off this year:

Mr. Michael Miller
Ms. Anjanetta Goodwin
Mrs. Inell Greene
Rev. Randolph Miller
Mr. Joseph Watson
Mr. Kurt Walker

Committee Assignments

Assignment of Committee was presented by Dr. Conway Saylor as follows:

Elected officers and proposed committee assignments for 2022 (items in red need further action; ALL proposals are pending member acceptance)

A- 2021-2022 Officers (Chair and Secretary up for election fall 2022):

Chair: Michael Miller
Vice-Chair: Conway Saylor
Treasurer: Crystal Rouse
Secretary: Anjanetta Goodwin

B- Proposed Committees *(pending official appointment by Mr. Miller and any modifications requested by the newly appointed committee chairs)*

Finance Committee: Inell Greene* (pending approvals)

Minnie Parker

Joe Watson

New Treasurer

(Felicia Pringle Howard)

(Add additional community experts?)

(Staff - Dr Johnson, Carole Gordon & Mr. Berman)

Personnel/Grievance Committee: Conway Saylor*

Minnie Parker

Pleshette Grant

Nominations and Elections: Anjanetta Goodwin*

Inell Greene

Pleshette Grant

Rev Randolph Miller

Ad Hoc Committee on Recruitment and Retention Crystal Rouse*

Clarice Lemon

Anjanetta Goodwin

New members? SIC member? Faculty members? Teacher of the year?

(Staff- Reginald Graham, Dr. Johnson)

Ad Hoc Committee on Space/facilities (including AME/CCSD negotiations)

Michael Miller*

Conway Saylor

Inell Greene

Treasurer

(Ex-officio- Pastor Swinton)

(Staff- Dr. Johnson)

Ad Hoc Committee on Strategic Planning, Fundraising, Grants Conway Saylor*

Anjanetta Goodwin

Crystal Rouse

Clarice Lemon

Kurt Walker

Community member(s) with expertise/connections

(Staff- Dr. Johnson and Reginald Graham)

Ad Hoc Committee on history/archives/potential friends of CDA lists

***TBA – Need someone proactive to capture history and ensure archives are complete**

Inell Greene

Joe Watson

Kurt Walker

Rev Randolph Miller and/or Pastor Swinton?

(ex-officio) Cecelia Rogers

(staff- Reginald Graham)

TOO MUCH? TOO LITTLE? DIFFERENT? (pending each person's acceptance of roles)

Michael Miller – Board Chair; Chair of Space/facilities;

Conway Saylor – Board Vice-Chair; Chair of Personnel and Strategic;

Anjanetta Goodwin – Board Secretary; Chair Nominations; member Strategic, Recruitment **SIC?**

Kurt Walker – Board Treasurer; member of Finance and History/Archives

Crystal Rouse – Chair Recruit/retain; member Strategic Planning? **SIC?**

Minnie Parker –Member- Finance, Personnel, Space/facilities

Joe Watson – member Finance and History

Pleshette Grant – member Personnel and Nominations

Clarice Lemon – member Recruitment and Strategic Planning

Inell Greene- member Finance, Nominations? Space? History/archives?

Randolph Miller – member Nominations? History?

Ex-Officio **Pastor Swinton** – member Space/facilities and History?

Ex-Officio **Mrs. Rogers** – member History?

MEMBERS FINISHING TERMS JUNE 2022 (can re-apply for additional terms or take a break)

Michael Miller (Parent)

Anjanetta Goodwin (Parent)

Inell Greene (Faculty/staff)

Randolph Miller (at Large)

Joe Watson (at Large)

Kurt Walker (at Large)

Elections:

Vice Chairperson:

- Mrs. Minnie Parker nominated Dr. Conway Saylor; the nomination was 2nd by Rev. Randolph Miller. With no other nominations that nominations were closed on the said name and Dr. Saylor was unanimously elected as Vice Chairperson.

Treasurer:

- Dr. Conway Saylor nominated Mrs. Crystal Rouse; the nomination was 2nd by Ms. Anjanetta Goodwin. With no other nominations that nominations were closed on the said name and Mrs. Crystal Rouse was unanimously elected as Treasurer.

Mr. Watson questioned that the Finance Chair should be a four-year team. Dr. Saylor stated that a four-year team was not written in the By-Laws.

Membership Status:

- We need all hands-on deck
- We need new input
- Everyone doing their very best for our children

Chairman Miller stated that CCSD has a new Interim Superintendent of School, Mr. Don Kennedy. Mr. Miller will continue to have dialog with CCSD. We as a board need to reach out to the AME Church so that we know their goals and they would know our goals.

Mr. Watson asked about the executive board meeting that took place three months ago, it should have never happened.

Ms. Goodwin asked why have we not applied for the Grants from CDBG (City of Charleston Community Development Block Grant). Mr. Graham stated that we have applied and received the grants before. We were on hold for five years but that term has expired.

It was motioned by Mrs. Minnie Parker and 2nd by Dr. Conway Saylor to adjourn the meeting.

There being no further business the meeting was adjourned at 6:41 p.m.

Respectfully submitted,

Ms. Anjanetta Goodwin, Secretary

Mr. Reginald C. Graham, Recording Secretary

Mr. Michael K. Miller, Board Chair