

## **MEETING MINUTES**

**Name of Foundation:** Berkeley Charter Education Association, Inc.  
**Name of School:** Mevers School of Excellence

<b>Date:</b>	<b>Next Meeting:</b>	<b>Next time:</b>
January 24, 2019	February 28, 2019	6:00 p.m.
<b>Meeting Location:</b>		
Mevers School of Excellence, 7750 Henry E Brown Blvd, Goose Creek, SC 29445		

<b>Attended by:</b>	
<b>Board Members:</b> Stewart Weinberg, Ph.D. Michael Cochran, Ed.D. Sandy Hightower Joseph Bowers Kimberly Humphrey <b>Absent:</b> Samuel Rivers	<b>Other Attendees:</b> Sandy Castro, Deputy State Director, CSUSA Oscar Hidalgo, Regional Financial Analyst, CSUSA John Spagnolia, Principal Dr. Cidi Brown, Principal in Training Tanisha Scott, CRT Candace Gatewood, Regional Marketing Specialist, CSUSA

### **CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 6:02 p.m. with a Call to Order by Board Chairman, Stewart Weinberg. Roll call was taken and quorum established.

#### **I. Administrative**

- Approval of Agenda

**MOTION:** Motion was made by Sandy Hightower and seconded by Joseph Bowers to approve the agenda. Motion passed unanimously.

- Approval of November 29, 2018 Meeting Minutes.

**MOTION:** Motion was made by Mike Cochran and seconded by Joe Bowers to approve the minutes of the November 29, 2018 meeting. Motion passed unanimously.

- Board Development

Board members reviewed the resume of potential board candidate, Vernon Grier.

**MOTION:** Motion was made by Sandy Hightower and seconded by Joseph Bowers to approve the appointment of Vernon Grier to the board to fill the vacancy of Minnie Newman's term. Motion passed unanimously.

#### **II. Financial Report**

- Monthly Financials

Board members reviewed the financials for the period ending December 31, 2018.

- Authorization to Transfer Funds

**MOTION:** Motion was made by Joe Bowers and seconded by Kim Humphreys to authorize the transfer of funds from the board's operating account to the school's operating account for the additional amount of \$258,536.00 for January and \$541,844.00 representing the monthly expenses for February for the following: Cost & Compensation, Professional Services, Vendor Services, Administrative Expenses, Instructional Expenses, Other Operational Expenses and Fixed Expenses. Motion passed unanimously.

- **Presentation of Budget Items**

Board members reviewed the initial draft of the budget review document as well as the timeline for budget completion. Board members will plan to meet again next month to continue their work with CSUSA financial analyst.

### III. School Report

- **Enrollment & Marketing Update**

Ms. Gatewood reported that to date 252 applications have been received for the 2019-2020 school year and 576 currently enrolled students have committed to returning. A list of marketing efforts and community events was also shared.

- **Update on 2018-2019 Goals & Evaluation Process**

Tanisha Scott reviewed the school goals and evaluation process with the board. A discussion was held regarding the additional classes and related costs teachers in SC are required to take in order to get their license renewed.

**MOTION:** Motion was made by Joe Bowers and seconded by Sandy Hightower to find incentives to reimburse teachers for the cost of the required courses. Motion passed unanimously.

### IV. Old Business

### V. New Business

- **Berkeley Prep Update**

Dr. Weinberg reported that he met with the Developer to discuss the layout of the property.

- **York County Proposed Charter**

Board members discussed the status of the York County charter application.

**MOTION:** Motion was made by Mike Cochran and seconded by Joe Bowers to submit the charter application with the Charter Institute at Erskine prior to the February 1 deadline. Motion passed unanimously.

- **Sonny Mevers Day – February 22, 2019**

Board members were reminded that Sonny Mevers Day will be celebrated this year on Friday, February 22<sup>nd</sup>.

### VI. Public Comment

### VII. Adjournment

There being no further business, the meeting of the Berkeley Charter Education Association, Inc. Board of Directors adjourned.

**VIII. Next Meeting Date:** The next meeting is scheduled for Thursday, February 29, 2019. A Skype call will be available for new board members to participate from York County.

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Sandra Hightower, Board Secretary