

**MEETING HELD AT:**  
 Via ZOOM

**BOARD OF DIRECTORS:**

	PRESENT	NOT PRESENT	TERM EXPIRATION DATE
Stewart Weinberg   President	X		May 2022
Cheryl Hollis   Vice-President	X		May 2021
Jeff Hajek   Treasurer		X	March 2021
Sandy Hightower   Secretary	X		May 2021
Joseph Bowers   Director	X		May 2022
Henry Brown   Director		X	May 2022
Maria Sweet   Director		X	May 2021

**NON-BOARD MEMBERS ATTENDING:**

1. Shauna Bell, Governor Board Liaison – CSUSA
2. Brenda Coyle, Principal – Mevers School of Excellence
3. Cande Killian-Wood, Deputy Director of Operations – CSUSA
4. Renee Michels-Ford, Carolina State Finance Director – CSUSA
5. Bill Roach, State Director, South Carolina – CSUSA

**I. ADMINISTRATIVE**

- CALL TO ORDER  
 Pursuant to public notice, Board President, Stewart Weinberg called the meeting to order at 6:10 p.m.
- ROLL CALL  
 Roll call was held, and quorum was established.

**II. ADMINISTRATIVE**

- APPROVAL OF THE AGENDA  
**MOTION:** Motion was made by Joseph Bowers and seconded by Sandy Hightower to approve the agenda as amended. Motion passed unanimously.

Amendment:

- Proposed dates for election process
- APPROVAL OF THE FEBRUARY 25, 2021 AND MARCH 4, 2021 SPECIAL MEETING MINUTES  
**MOTION:** Motion was made by Sandy Hightower and seconded by Joseph Bowers to approve the February 25, 2021 and March 4, 2021 special meeting minutes. Motion passed unanimously.



### III. MANAGEMENT REPORTS

#### 1. Principal Report

- Mevers School of Excellence  
Principal Brenda Coyle reported on her 9-day goal entry plan. Highlights of the plan are to attack the budget, use grant funding as much as possible, develop a healthy and balance budget for 2021-2022, develop a plan for the ESSER funds, provide a detailed explanation of grants. With academics, currently meeting to review crunch plans, implementation of student data chats, continuation of tutoring plan and development of push in and pull out schedule. Additional actions are updating leadership structure and roles, increasing the emphasis on marketing and enrollment and increasing engagement with families and the climate and culture of staff.
- Berkeley Preparatory Academy  
Principal Bill Roach reported on big three goals: Hiring of staff, enrollment and relationship building. There was a lunch and learn today with good feedback and engagement with parents.

#### 2. Financials

- February financial report  
Renee Michels-Ford provided an update on financials ending February 28, 2021  
**MOTION: Motion was made by Sandy Hightower and seconded by Joseph Bowers to approve the financials for February. Motion passed unanimously.**  
  
**MOTION: Motion was made by Joseph Bowers and seconded by Sandy Hightower to freeze on any expenses except salary and utilities, freeze on salary with no replacement of staff vacancies, freeze any payments with CSUSA until all finance issues are rectified. Motion passed unanimously.**

### IV. BOARD DISCUSSION ITEMS

1. Election process shared as outlined below. Currently 4 Board members are up for election. The Board will be able to appoint two and elect two.  
**MOTION: Motion was made by Sandy Hightower and seconded by Cheryl Hollis to approve the election calendar. Motion passed unanimously.**

April 26: Candidate Filing Opens

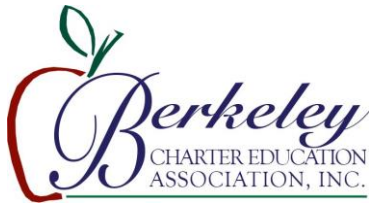
May 10: Close of candidate filing period at 12pm (Noon) EDT.

May 12: Election candidate information and form answers will be posted online.

May 18 - 20: Voting will open on May 18, 2021 at 8am and close on May 20, 2021 at 5pm.

May 21: Results are certified

May 27: All newly elected board members will be sworn in during Regular May Meeting. This will complete the election process.



2. Board meeting calendar

**MOTION: Motion was made by Cheryl Hollis and seconded by Sandy Hightower to approve the 2021-2022 Board meeting calendar. Motion passed unanimously.**

**V. PUBLIC COMMENTS**

There were no public comments.

**VI. ADJOURNMENT**

**MOTION: Motion was made by Cheryl Hollis and seconded by Sandy Hightower to adjourn the meeting of the Berkeley Charter Education Association. The meeting adjourned at 6:47 p.m.**

**NEXT MEETING:**

Thursday, April 29, 2021 @ 6:00 p.m.  
Mevers School of Excellence

Sandy Hightower, Board Secretary

Date