

MEETING MINUTES

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

Date:	Next Meeting:	Next time:
August 23, 2018	September 27, 2018	6:00 p.m.
Meeting Location:		
Mevers School of Excellence, 7750 Henry E Brown Blvd, Goose Creek, SC 29445		

Attended by:	
Board Members: Stewart Weinberg, Ph.D. Michael Cochran, Ed.D. Sandy Hightower Kimberly Humphrey Joseph Bowers	Other Attendees: Sandy Castro, Deputy State Director, CSUSA Ava Alexander, Regional Financial Analyst, CSUSA Penny Wolcott, Finance team, CSUSA Heather Brown, Director of Finance & Treasury John Spagnolia, Principal Dr. Cidi Brown, Principal in Training
Absent: Minnie Newman Samuel Rivers	

CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:00 p.m. with a Call to Order by Board Chairman, Stewart Weinberg. Roll call was taken and quorum established.

I. Administrative

- Approval of Agenda
The board reviewed the agenda as presented

MOTION: Motion was made by Sandy Hightower and seconded by Mike Cochran to approve the agenda. Motion passed unanimously.

- Approval of June 28, 2018 Meeting Minutes
The board reviewed the minutes of the previous meeting.

MOTION: Motion was made by Sandy Hightower and seconded by Mike Cochran to approve the minutes of the June 28, 2018 meeting. Motion passed unanimously.

II. CSUSA Reports

- School Opening report
Principal Spagnolia reported that the opening of schools was smooth with the exception of traffic.
- Financial Report
 - The board reviewed the June 30 year end financials. Dr. Weinberg reported that some of the original estimates were off a bit. There is an \$800,000 surplus which will be distributed as follows: \$400,000 to CSUSA and the remaining \$400,000 for teacher bonuses and technology. Any remainder will be used toward fund balance.
 - Retention bonus payouts will occur in December and June

MOTION: Motion was made by Mike Cochran and seconded by Kimberly Humphries approving the June 30 year end financials to include the distribution of \$400,000 to CSUSA , and the remaining \$400,000 to be used for teacher bonuses and technology. Motion passed.

Board members discussed the transfer of funds from the board's account to the school's operating account and how best to determine the amount and facilitate the transfer each month. Board members requested that actual numbers for these operating expenses be presented at the September meeting and each month thereafter in order to facilitate the transfer.

MOTION: Motion was made by Joseph Bowers and seconded by Kimberly Humphries to transfer funds from the board's account to the school's operating account in the amount of \$483,353.00 representing the average monthly expense for the following : Cost & Compensation, Professional Services, Vendor Services, Administrative Expenses, Instruction Expenses, Other Operational expenses, and Fixed Expenses. Motion Passed.

- Marketing & Enrollment Update
Principal Spagnolia updated the board regarding current enrollment and waitlist numbers and related marketing activities planned. 906 students are shown as enrolled with 84 on the waitlist.

III. Old Business

School Resource Officer

Mr. Spagnolia shared that the Goose Creek City Council did not approve the assignment of an SRO to Mevers School of Excellence for this school year. The reason given was that the City Council did not agree to fund a full time officer to MSE since the school was not serving a complete K-8 even though the school had budgeted \$48,000 toward this expense. The City agreed to provide an SRO to Mevers for the next school year when the school will be serving students in grades K through 8.

Charter Contract

Dr. Weinberg reported that the charter contract with Erskine was reviewed by the board's counsel who made a few minor edits. The contract has been signed.

IV. New Business

Student and Parent Handbook

Board members reviewed the 2018-2019 Student and Parent Handbook.

MOTION: Motion was made by Sandy Hightower and seconded by Joseph Bowers to approve the 2018-2019 Student Handbook. Motion passed unanimously.

V. Public Comment

- A parent commented on the teacher bonuses and asked if new teachers were eligible.
- A parent asked if there was a water bottle policy at Mevers

VI. Adjournment

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

Date:

Sandra Hightower, Board Secretary