



MEETING HELD AT:

Mevers School of Excellence & Zoom

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION DATE
Dr. Stewart Weinberg President	x		May 2024
Cheryl Hollis Vice-President	x		May 2023
Brian Williams Treasurer	x		May 2023
Danielle Statler Secretary	Zoom		May 2023
Alicia Patton Director	x		May 2023
Brandi VanGordor Director	x		May 2024
Tamara Jackson Director	Zoom		May 2024

NON-BOARD MEMBERS ATTENDING:

1. Brenda Coyle, Principal – Mevers School of Excellence
2. Jessica Bellflower, Principal - Berkeley Preparatory
3. Myrna Laine’-Hyppolite, Senior VP Finance and School Accounting -CSUSA
4. Dr. Todd Trimble, State Director - CSUSA
5. Susan Gibson, Deputy Director – CSUSA
6. Carol Aust, Director of External Affairs and Board Governance – CSUSA
7. Stephanie Lowerre -Financial Analyst - CSUSA
8. Penny Walcott, Finance & Accounting Manager- CSUSA
9. Ken Martin, CPA, Partner -Martin Smith Company

I. ADMINISTRATIVE

- CALL TO ORDER
Pursuant to public notice, Board President, Dr. Stewart Weinberg called the meeting to order at 6:54 P.M.
- ROLL CALL
Roll call was held, and quorum was established.
- PLEDGE TO THE FLAG

II. EXECUTIVE SESSION

APPROVAL

MOTION: Motion was made by Cheryl and seconded by Alicia to go into executive session to discuss contractual matters at 5:30 P.M.



MOTION: Motion was made by Cheryl and seconded by Brian to come out of executive session at 6:52 P.M. Motion passed unanimously.

III. ADMINISTRATIVE

- APPROVAL OF THE AGENDA
 - **MOTION:** Motion was made by Brian and seconded by Alicia to approve the agenda. Motion passed unanimously.
- APPROVAL OF THE OCTOBER 27, 2022, MEETING MINUTES

MOTION: Motion was made by Cheryl and seconded by Brian to approve the October 27, 2022, meeting minutes. Motion passed unanimously.
- ACCEPTANCE OF BOARD RESIGNATION
 - **MOTION:** Motion was made by Brian and seconded by Cheryl to accept Jim Roquemore's resignation. Motion passed unanimously.
- ACCEPTANCE OF BOARD RESIGNATION
 - **MOTION:** Motion was made by Brian and seconded by Alicia to appoint Tamara (Tammy) J. Jackson to the board. Motion passed unanimously.
- ANNUAL AUDIT

Ken Martin, partner with Martin & Smith Company presented the annual audits for BPA and MSE. The audits were done following general audit guidelines. Mr. Martin advised there are strong system controls in place and it's functioning. Detailed testing was conducted and CSUSA staff does a good job providing documents and answers. A modified opinion which is a clean audit used to be called a clean opinion. Finding - Cash balance was large and exceed the FDIC amount. Mr. Martin advised he needed to highlight this to the board. Finding - Financial information had to be formatted to SC chart of account resulting in large amount of audit entries. Stewart requested CSUSA to follow states chart of account and they will be requesting meeting with CSUSA to comply with state chart of account.



- **MOTION:** Motion was made by Brian and seconded by Brandi to accept the BPA audit. Motion passed unanimously.
- **MOTION:** Motion was made by Brian and seconded by Alicia to accept the audit MSE. Motion passed unanimously.

Dr. Trimble asked Mr. Martin when to expect the final reports? Mr. Martin advised to expect them tomorrow. He will send them to Stewart and Stewart will forward to Dr. Trimble.

IV. CSUSA REPORTS

- Dr. Todd Trimble State Director Report

Presented the annual teacher of year, Erin Coward. She was a science teacher with Mevers School of Excellence and is now a coach. Presented teacher of the year video. To follow up on Brian's request regarding I-Ready Trimble introduced Meredith Ross with CSUSA. Ms. Ross presented I-Ready data for BPA and MSE from 2019-2022.

- Ms. Corley gave an update on MSE events, marketing, teacher vacancies, testing, e-learning, staff updates, recent hires, and enrollment of 931 students. October 26 was Hispanic Awareness month, and this month is Native American Awareness. The PTC President was introduced to the board. Mrs. Corley presented request for purchases. Dr. Trimble presented estimates to replace LED lighting at MSE. In order to qualify for Berkeley reimbursement, the work must be completed by the of the December 31, 2022.

Dr. Weinberg advised at the present moment the focus is on the Orangeburg school and requests would not be approved at this time.

The board discussed LED lighting request.

MOTION: Motion was made by Brian and seconded by Brandi to contingently approval Dr. Trimble to investigate a contract with One Alliance to install LED lighting at MSE, as long as the work is guaranteed to be completed prior to December 31st. With a guarantee the president can sign the contract. Motion passed unanimously.

- Berkeley Preparatory Academy Principal Report
Mrs. Bellflower presented board with their badges and gave an update on BPA events, marketing, teacher vacancies, testing staff updates, recent hires, summer bash and enrollment of 721 students.



- Susan Gibson deputy director report
Grant updates for both MSE & BPA and presented a video on the mobile classroom.
- Financials
The Board was updated on Financials for both schools by Lianne Morton.

MOTION: Motion was made by Brian and seconded by Cheryl to approve the BPA financials for October 2022. Motion passed unanimously.

MOTION: Motion was made by Brian and seconded by Cheryl to approve the MSE financials October 2022. Motion passed unanimously.

V. BOARD DISCUSSION ITEMS

- WJSE Charter Application

MOTION: Motion was made by Brian and seconded by Brandi to approve the WJSE Charter Application. Motion passed unanimously.

- Action from executive session

MOTION: Motion was made by Cheryl and seconded by Brian to authorize the president to work with CRW Insurance to finalize property & liability insurance. Motion passed unanimously.

MOTION: Motion was made by Cheryl and seconded by Alicia to authorize president and treasurer to create development plan with First Tryon Advisors for possible purchase of BPA and MSE by the board. Motion passed unanimously.

Dr. Weinberg advised the board has been working with the SC DOT and need to change property location for WJSE to comply with SC DOT. The board needs to purchase the adjacent property.

MOTION: Motion was made by Brandi and seconded by Alicia to authorize president to purchaser 6/10 of acre from John J. Smith for Willie Jefferies School of Excellence. Motion passed unanimously.



The Board announced there will be a special called board meeting on December 13th, 2022, at 6pm the meeting will be via Zoom.

VI. PUBLIC COMMENTS

Stephanie Beck, Co-chair of BPA playground committee advised they have an RFP out for playground. She requested if there any resources available to assist them to please let her know.

VII. ADJOURNMENT

MOTION: Motion was made by Cheryl and seconded by Alicia to adjourn the meeting of the Berkeley Charter Education Association. The meeting adjourned at 8:44 PM.

NEXT REGUALR MEETING:

Thursday, January 26, 2022 @ 6:00 p.m.
Berkeley Preparatory Academy

B o a r d S e c r e t a r y

Danielle Statler