



MEETING HELD AT:

Berkeley Preparatory Academy

BOARD OF DIRECTORS:

	PRESENT	NOT PRESENT	TERM EXPIRATION DATE
Dr. Stewart Weinberg President	x		May 2024
Cheryl Hollis Vice-President	x		May 2025
Brian Williams Treasurer	x		May 2025
Danielle Statler Secretary		x	May 2023
Alicia Patton Director	x		May 2023
Brandi VanGordor Director	x		May 2024
Dr. 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. Lisanne Morton, State Finance Director – CSUSA
4. Dr. Todd Trimble, State Director - CSUSA
5. Susan Gibson, Deputy Director – CSUSA
6. Carol Aust, Director of External Relations and Board Governance – CSUSA
7. Penny Walcott, Finance & Accounting Manager- CSUSA

I. ADMINISTRATIVE

- **CALL TO ORDER**
 Pursuant to public notice, Board President, Dr. Stewart Weinberg called the meeting to order at 6:45 P.M.
- **ROLL CALL**
 Roll call was held, and quorum was established.

II. EXECUTIVE SESSION

APPROVAL

MOTION: Motion was made by Brandy 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 6:41 P.M. Motion passed unanimously.



III. ADMINISTRATIVE

- APPROVAL OF THE AGENDA
- **MOTION:** Motion was made by Alicia and seconded by Cheryl to approve the agenda. Motion passed unanimously.
- APPROVAL OF THE APRIL 27, 2023, MEETING MINUTES

MOTION: Motion was made by Brian and seconded by Brandi to approve May 25, 2023, meeting minutes. Motion passed unanimously.

- Board Election

MOTION: Motion was made by Brian and seconded by Cheryl to accept the election results from the Public Charter School Alliance of South Carolina. Motion passed unanimously.

The newly elected board members will join the board at the next board meeting.

IV. CSUSA REPORTS

- Dr. Todd Trimble State Director Report

Dr Todd Trimble provided an update special ed service plans will be shared by both principals. Both schools will be hiring an OT person for next year.

- Berkeley Preparatory Academy Principal Report
Mrs. Bellflower gave an update on BPA events including end year events. Mr. Coward received the Erskine assistant principal of the year. Invited board to end of year school celebration. 14 new elective classes will be offered next year. Provided updates on recent hires, and enrollment of 800 for next year students and solid waiting list
- Mevers School of Excellence Principal Report
Mrs. Coyle gave an update on the first musical performance and other MSE events including musical program and kinder garden celebration, 15 teacher vacancies, testing, staff updates, recent hires, and enrollment of 963 students. 993 students have completed the intent to return application. Mevers School of Excellence volunteer of the year for both the school and the Charter Institute of Erskine.

Susan Gibson Deputy Director Report
Grant updates for both MSE & BPA.



Susan shared Brian and her met this morning regarding vendor contracts. Susan explained the procurement rules for South Carolina. Brian will review the list and let Susan know if he has any questions.

Stewart requested wellness survey be added to the June board meeting.

- Financials

The Board was updated on financials for both schools by Lianne Morton.

MOTION: Motion was made by Brian and seconded by Brandi to approve the Mevers financials for April 2023. Motion passed unanimously.

MOTION: Motion was made by Brian and seconded by Alicia to approve the BPA financials April 2023. Motion passed unanimously.

Final FY24 budgets were presented for BPA and Mevers by Lianne Morton.

MOTION: Motion was made by Brian and seconded by Alicia to approve the Mevers financials for FY24. Motion passed unanimously.

MOTION: Motion was made by Brian and seconded by Cheryl to approve the BPA financials for FY24. Motion passed unanimously.

V. BOARD DISCUSSION ITEMS

- 990

The board was presented with a copy of the 990.

- FOIA Fee Schedule

MOTION: Motion was made by Brian and seconded by Cheryl to approve the presented FOIA fee schedule. Motion passed unanimously.

- BPA Auditor Engagement Letter

MOTION: Motion was made by Brian and seconded by Alicia to authorize the president to sign the BPA auditor engagement letter. Motion passed unanimously.



- Mever Auditor Engagement Letter

MOTION: Motion was made by Cheryl and seconded by Brian to authorize the president to sign the Mever auditor engagement letter. Motion passed unanimously.

- Solar Panels for BPA/Mevers

Stewart shared he met at solar panel company at the Erskine event. They can do a study for \$1500 for each school. Was advised the study would be covered by outside sources.

- BPA Dismissal

Brian requested the item be added to the June agenda. Combined with fire lane discussion.

- BPA fire lane

Todd advised the board he received a quote of \$45,000 from Lowcountry Paving for the fire lane. Due to this amount, it will require RFP. Dr. Trimble advised he spoke with Jack at OSF. Jack verbally advised him that if the fire marshal signed off on the fire lane nothing else is needed. Stewart shared history of past storm water issue past needs to be reviewed. A letter from sheriff Jeremy Baker is being reviewed by their legal counsel. Letter will be given to Senator Larry Grooms.

Cheryl requested the school consider surveying parents on how they will be picking up their child like golf carts. Brian cautioned surveying parents if the golf cart pick up is not possible.

- WJSE Reimbursement Resolution

MOTION: Motion was made by Cheryl and seconded by Brian to approve the WJSE reimbursement resolution. Motion passed unanimously.

- Board Calendar for 2023/2024

MOTION: Motion was made by Brian and seconded by Brandi to approve the board calendar for 2023/2024. Motion passed unanimously.

VI. PUBLIC COMMENTS



Stephanie Beck, BPA parents shared she was thrilled with new class electives offered next school year. Updated the board on fundraising events hosted this month. The playground committee is only \$5000 away from being able to start the playground installation. Stephanie also advised she has been elected as PTC president for the coming school.

Stewart requested Chris contact OSF regarding next steps with OSF for the playground.

VII. ADJOURNMENT

MOTION: Motion was made by Cheryl and seconded by Brian to adjourn the meeting of the Berkeley Charter Education Association. The meeting adjourned at 7:47__PM.

NEXT REGUALR MEETING:

Thursday June 22, 2023 @ 6:00 p.m.
Mevers School of Excellence