



## Board Minutes: September 21, 2020

Attendees via Zoom: Tiffany Atkins, Liza Caraglio, Joseph Folsom, Sharon Huffstetler, Kimberley Edmond-Jordan, Joan McCulley, Dr. John Moncure, Maria Pryor

Absent: Michael Conley, Nathaniel L'Heureux, Brett Perry, April Wach

Invited attendees: Lee Westbury, Secondary Classroom Director

1. Call to order 6:08 pm by President, Joan McCulley.
2. Public Forum – no comments were received by email or US mail.
3. Information Session – Lee Westbury provided information about the Secondary Program at MSC. The curriculum is project-based involving problem solving and weekly planning while developing a sense of community within the classroom. There is only 1 MAAD student. The second half of the year will be focused on economic projects.
4. Meeting Minutes – Motion to approve the August 17 meeting minutes was made by Joseph Folsom. Sharon Huffstetler seconded the motion. There were no questions. All approved.
5. New Member Appointments – Joan McCulley referred the members to the bios that were distributed for two persons to fill the current Board vacancies with terms expiring in November 2021. Tiffany Atkins and Kimberley Edmond-Jordan were officially appointed to the MSC Board of Directors.
6. Committee Reports:
  - a. Finance & Building & Grounds – Joseph Folsom reported that the annual MSC audit has started. Our current urgent item is the need for additional classroom space for 2021-22. Discussions are in process with 2 banks for a loan to purchase MLC. We are likely beyond the time period that a new structure could be built.

Building & Grounds – Volunteers are needed for parking lot line painting, etc. Sharon Huffstetler and Dr. Moncure will discuss and likely expand this to a Campus Clean-up event.
  - b. Governance – No report.
  - c. Strategic Plan – Joan McCulley directed the members to review the agenda and make plans to attend the Board Retreat on 10/09 and 10/10. The Strategic Plan and Retreat agenda were distributed by Michael Conley.
  - d. Fund Development – No report.
  - e. Community Relations – No report.

f. Nominating – A Call for Nominations for the October/November election was sent to the parent community. The Nominating Committee is continuing to seek candidates. A list of candidates will be presented to the Board at the October meeting.

g. PAC President Report – Sharon Huffstetler reported that Classroom Representatives have been identified for each classroom.

h. Audit – The audit process has begun. MSC Office personnel are providing requested information to the audit company.

i. Evaluation Criteria – Maria Pryor reported that only 11 of 37 persons completed the headmaster evaluation. The overall results indicate that Dr. Moncure scored over 91% in all of the 3 assessment categories - Leading Authentically, Leading Others and Leading the Future. The committee will be meeting with Dr. Moncure to review the results and discuss process changes and documentation for future year evaluations.

j. Headmaster Search – Joan McCulley reported that the committee is meeting every two weeks. A timeline of activities has been created and approved by the committee. The timeline will be used to identify and monitor activities with the goal of identify a final candidate by April 2021.

6. Headmaster's Report – Dr. Moncure reported that enrollment has increased to 115 with the addition of new students to the MAAD curriculum. He also described the DERS classroom evaluation process and results. All classrooms are operating as 'High Functioning or Optimal'. Even with these ratings the staff is analyzing strengths and weaknesses to identify areas for improvement. There were no questions regarding his submitted report.

#### 7. Old Business:

a. Purchase of MLC – discussions and request for information continues with two financial institutions.

#### 8. New Business

a. Memorandum of Understanding between the Charter Institute at Erskine and the SC Public Charter School District – Joan McCulley referred the Board members to a Facebook link that highlights the agreement. Kudos to both organizations for prioritizing this relationship to benefit SC children.

9. The meeting adjourned at 7:21 p.m. Next meeting will be October 19.