

**CALHOUN FALLS CHARTER SCHOOL BOARD MEETING**

**Tuesday, April 13, 2015**

**Charter School Library**

**205 Edgefield Street**

**Minutes from the Meeting held on Tuesday, March 10, 2015**

**PRESENT:**

Chairman Keith Ashley, Michael Brandt, George Morrow, Rebekah Parnell, Mike McMinn, Kaye Hicks, Rena Rhodes and Horace Thomas were all in attendance. Also in attendance were Mrs. Deirdre McCullough and Mrs. Martha McMinn

**ABSENT:**

Mr. Bill Scott

Mrs. Lori Lindler

**CALL TO ORDER:**

Chairman Ashley called the meeting to order at 5:01 P. M.

**INVOCATION:**

Mrs. Parnell gave the invocation.

**FREEDOM OF INFORMATION ACT:**

Chairman Ashley stated the agenda is compliant with the Freedom of Information Act.

**APPROVAL OF AGENDA:**

Mr. Brandt made motion to approve the agenda and was seconded by Mr. Thomas. Motion passed unanimously.

**PLEDGE OF ALLEGIANCE:**

Chairman Ashley led the Pledge of Allegiance.

**MISSION STATEMENT:**

Mrs. McCullough read the Mission Statement.

**BUDGET REPORT:**

Mrs. McMinn presented the list of recommended auditors that were recommended by the SC Public Charter School District. She gave background information and bids for each company listed as well the process of what the auditor will expect and provide. Chairman Ashley suggested taking a vote the next regular board meeting. Mrs. McMinn also presented the financial reports for the month including budgeted vs. actual spending, invoices still in accounts payable and profit/loss. She also gave the end of fiscal year projection. She commended the board on making necessary cuts and spending freeze in order to get the budget back in balance. Mrs. McCullough stated that Title One money should come in at the beginning of the school year starting next fall. Chairman Ashley and Mrs. McMinn agreed that this would help with cash flow problems associated with having to wait until March. Mrs. McMinn asked about coaching stipends for winter sports. Mr. Brandt asked if all equipment had been returned to coach. Mrs. McCullough said that hasn't taken place yet, but will be before any coaching stipends will be given. Chairman Ashley stressed the need to enforce that all equipment and uniforms should be returned clean, sorted and inventoried with written documentation upon completion of the season. He stated that this has been an area that needs to be improved citing an example of softball from last spring. Mrs. McMinn asked about CATE funding. Mrs. McCullough provided a brief explanation of funds and process for receiving and spending funds. Mrs. Parnell asked about payment for a softball tournament that had not been paid. Mrs. McCullough stated that Aubrey Parnell was going to get her an invoice and payment would be made. Mrs. McMinn said this same thing had happened for a JV basketball tournament a few weeks ago. Ms. Rhodes stated that most of the time tournament sponsors send entry forms to the athletic department and payment generally would be sent with entry forms; that most of the time invoices are not sent separately. Mrs. McMinn said that a completed entry form would suffice as an invoice for payment. Mrs. Hicks made a motion to accept financial report as presented. Mr. Thomas seconded the motion which passed unanimously.

**PUBLIC COMMENT PERIOD:**

There was no one present for public comment.

### **APPROVAL OF LAST MONTH'S MINUTES:**

Minutes for meeting from February 10 regular meeting were presented. Mrs. Hicks made motion to accept the minutes, Mr. Morrow seconded the motion. The motion passed unanimously.

Minutes for called meeting on February 24 meeting were also presented. Mr. Brandt made motion to accept the minutes, Rev. McMinn seconded and motion passed unanimously.

Minutes for called meeting on March 5 were presented. Mr. Morrow made the motion to accept minutes as presented, Mr. Brandt seconded and motion passed unopposed.

### **PRINCIPAL'S REPORT:**

Mrs. McCullough expressed the effect of the loss of the Curriculum Coordinator. She stated that they would do the best they can do with what we have. She stated that there are so many interruptions during the course of the day which present a challenge to complete additional duties and tasks due to the absence. Ms. McCullough stated that another person would be needed during testing in case there is an emergency that would pull her out of testing. Chairman Ashley asked Ms. McCullough if she needed volunteer help for testing etc. suggesting Mr. Daniel to come in as a substitute. Ms. McCullough said that he is not available. Ms. Rhodes stated that testing monitors do not need to be certified so subs or volunteers could be used. Mrs. McCullough stated that she would get with Mrs. Lindler and work out the schedule and call substitutes and volunteers as needed. Ms. Rhodes distributed an updated calendar in the absence of Mrs. Lindler.

### **OLD BUSINESS:**

Chairman Ashley gave update on board fundraiser for rifle. The drawing will be held Friday, March 14. He reminded everyone to turn in their tickets.

Mrs. McCullough provided update on E\*Rate Coordinator position. Mrs. McMinn is looking into the qualifications and what would be required of the position. Mrs. McCullough said we would know more by the next meeting. Rev. McMinn asked why Mr. Earle couldn't serve in that position. Mrs. McCullough said that he didn't have the knowledge to complete the task as the other schools he has worked with each have a separate person completing the submitted requirements.

**NEW BUSINESS:**

There was no new business.

**EXECUTIVE SESSION:**

Mr. Morrow made a motion to go into Executive Session to discuss a personnel issue. Rev. Mr. Thomas seconded the motion. The motion passed unanimously.

**FOLLOWING EXECUTIVE SESSION:**

Mr. Morrow made motion to come out of Executive Session; he was seconded by Mr. Thomas. Motion passed unanimously.

**ADJOURNMENT:**

Mr. Morrow made motion to adjourn the meeting; he was seconded by Mr. Thomas. All were in favor.

Chairman Ashley adjourned the meeting at 6:34 PM.

Respectfully submitted,  
Rena Rhodes