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| Palmetto Excel Center | August 20, 2024 |
| **ROLL CALL** | **Board Members present**: Michael Saboe, Lee Deas, Kellye Whitaker, Diana Saillant, Fran Welch, Amy Mims, Herbert Drayton III, Chris Harvey, Kelley Jarrett, Erica Wright, Brian Itzkowitz, Lica Cowell, **Staff & Consultants present:** Kahdaijah Williams, Dr. Jeremy Easley, Dr. Ruth Chambers-Turner, Elliot Smalley, John Reagle, Katie Bustamante, Kim Lane |
| **CALL TO ORDER** | **L. Deas** called the meeting to order at 3:36pm. |
| **CONSENT AGENDA** | **L. Deas** asked if there were any corrections or concerns with the August 8, 2024, meeting minutes. Hearing none, she requested a motion to approve the Consent Agenda and meeting minutes. |
| **MOTION TO APPROVE** | **Kelly Jarret made a motion to approve the Consent Agenda as presented.** **Erica Wright seconded the motion. Motion passed unanimously with no discussion.** |
| **FINANCIAL REPORT** | **C. Harvey** * L. Deas moved to approve the June financials; Kelley Jarrett seconded the motion. Motion was approved unanimously with no discussion
* **Employee Lease Agreement** – The relationship between Palmetto Goodwill and Palmetto Excel. The Lease agreement is effective July 1.
	+ Excel recommends an annual review for employee lease agreement. 90 days must be given before any side wishes to terminate the agreement. Next February 2024 will be the next review of the lease agreement
* **Edmentum contract** – Exact path, diagnostic is taken in math and reading to assess where students are. **The finance committee motioned to extend the Edmentum contracts, Herbert Drayton seconded the motion. The motion was passed unanimously with no discussion.**
* **Capitalized Assets-** Anything $1500 and under assets would be capitalized, everything above would be itemized. Veris is recommending that we switch to $5000 for capitalized assets. This would be effective July 2024. **The finance committee recommended it to go with Veris’ recommendations, Lee Deas seconded the motion. The motion was passed unanimously with no discussion.**
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| **MOTION TO APPROVE** | **L. Deas moved to approve the employee lease agreement as is. Lica Cowell seconded the motion. The motion was passed with one abstaining from voting, Herbert Drayton.** |
| **GOVERNANCE COMMITTEE REPORT** | * **A. Mims** gave an update on the governance committee:
	+ The governance committee recommended Adding **Courtney Waters** to our board of directors on November 6,2024 to avoid cross over from current board that she serves on – Governance committee is recommending a motion be made
	+ **Herbert Drayton** Moved to add Courtney Waters to our board of directors, Lica Cowell seconded the motion. The motion was passed unanimously.
	+ **Evaluation Updates:** Goodwill eval system vs SC Principal evaluation system (ADEPT). Moving 2 evaluations into one – moving forward Director’s evaluation will be done by the senior director.
	+ **Succession Planning:** Elliot Smalley will be transitioning from Charleston and away from Palmetto Excel -- the governance committee is putting the plan together for a senior director plan -- a special called meeting will be needed between this meeting and the November 19,2024 meeting.
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| **DIRECTOR’S REPORT** | * **Elliot Smalley –**
	+ **District Concerns:**

A letter was sent from the SCPCSD with concerns about Palmetto Excel. PEC has met with the district 8/16/24 with board members and Excel national team present. The SCPCSD provided clarity that our school is not closing – but collaborative work needs to be done to certify our 13 students’ diplomas. A follow up call was done on 8/19/2024 with the district. Palmetto Excel CORE leadership team is working to send concerns by end of next week, prior to September 5th visit.* + **Proficiency based plan needs to be approved:** 60 Hour Seat Timeis required by district.If the district does not give the approval for proficiency-based learning Palmetto Excel will need to move to 11-week terms instead of 8-week terms. Palmetto Excel has informed the staff of an 11-week term plan.
* **Dr. Ruth Chambers Turner –**
	+ **End of Year Charter Goals**
	+ **1st goal** – 25% of students graduate per year. 15/50 = 10% graduation rate.
	+ **2nd goal** Credit Attainment – Term 3 – Term 5, 88% of students received at least one credit.
	+ **Retention** – Term 3 – Term 5 86%
	+ **3rd goal** – EOC scores: 25% pass rate
	+ **4th goal** – Certifications – Term 1-Term 4 100% graduates have certifications.
	+ **5th goal** – Finance Audit
	+ **Enrollment Update for school year**: Goal is 150 students and currently enrolled with 163.
* **Dr. Jeremy Easley** – Working with Palmetto Excel in a consultant role until transitioning to planning for the school he will be the director of.
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| **NEW BUSINESS** |  **L. Deas** * Shifting the board conversations to philanthropic efforts.
* Interim board meeting will be called for succession plans.
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| **ADJOURNMENT** | **L. Deas adjourned the board meeting at 5:07pm** |