

Charter Institute at Erskine Meeting Minutes

June 16, 2021 | time 11:00 a.m. | Meeting location *Via Zoom conference call*

Chair Dr. Rob Gustafson

Members in Attendance

Stu Rodman
Dr. Tony Foster
Dr. Tom Hellams
Martin O'Connor
Gordon Query
Mrs. Beth Gustafson

Attendees from Charter Institute at Erskine

Cameron Runyan (Superintendent/CEO)
Vamshi Rudrapati (Director)
Sarah Timmons (Counsel)

Dr. Gustafson called the meeting to order at 11:00 AM.

The invocation was delivered by Dr. Foster.

Mrs. Patti Rubenzer called the roll and a quorum was present concurrent with the amendment and approval of the agenda.

Adoption of the Agenda for the June 16, 2021 Meeting

Mr. Runyan requested the board consider adding an action item E to the agenda. The SCDE has requested board approval for a Flex Funding transfer of funds previously allocated to Early Childhood funds that were not needed for that purpose. This is considered an exigent circumstance as the form must be considered and approved/denied as soon as possible, per the SCDE.

Mr. O'Connor moved to approve the agenda for June 16, 2021, with an amendment to add action item E as stated above.

Dr. Foster seconded, and the motion was approved unanimously.

Approval of Minutes for the April 21 Meeting

Dr. Hellams moved to approve the minutes of the April 21, 2021, meeting.

Dr. Foster seconded, and the motion was approved unanimously.

Executive Session – Contractual Matter

Executive Session was not needed.

Action Items

American Leadership Academy (ALA) Final Charter Hearing	Presenter: Ms. Kirby Jerry
<p>Ms. Jerry presented that American Leadership Academy has satisfactorily completed all outstanding conditional amendments. The staff recommendation was to change the status of ALA from conditional approval to full approval.</p> <p>Mr. Gordon Query moved to accept the recommendation of the Institute staff and grant full approval of the charter for American Leadership Academy. The motion was seconded by Mr. Martin O'Connor and passed unanimously with a roll call vote.</p>	

Greenwood Charter Academy Final Charter Hearing	Presenter: Kirby Jerry
<p>Ms. Jerry presented that Greenwood Charter Academy has satisfactorily completed all outstanding conditional amendments. The staff recommendation was to change the status of Greenwood Charter Academy from conditional approval to full approval.</p> <p>After a question and answer period, Dr. Foster moved to accept the recommendation of the Institute staff and grant full approval of the charter to Greenwood Charter Academy. The motion was seconded by Dr. Hellams and passed unanimously with a roll call vote.</p>	
Amendment to Institute By-Laws	Presenter: Dr.'s Gustafson and Hellams
<p>Dr. Gustafson began discussion of the proposed amendment to Institute by-law's and handed the discussion over to Dr. Hellams who explained that most non-profit boards have verbiage in place to allow for the board president to appoint a member of the board to serve as Vice-Chair and preside over the Board of Directors at the discretion and direction of the President. Ms. Timmons, Institute Legal Counsel, stated that this best fits into the current by-law's in §4.02.</p> <p>Mr. O'Connor made a motion to add, "The President may appoint a member of the Board of Directors to serve as Vice Chair and to preside over the Board of Directors at the discretion and direction of the President." To §4.02 of the Institute By-laws. The motion was seconded by Mr. Query and passed unanimously with a roll call vote.</p>	
Amendment for Existing Finance Policy	Presenter: Mr. John Li
<p>Mr. John Li presented a proposed change to the existing Fixed Asset Policy to make changes to the depreciation dates for technology devices, such as laptops, tablets and computers, as well as TV's, printers and other technology. The change to the policy would also add an Asset Revaluation Clause to allow technology to be revaluated prior to the stated timeframe in the case of damage, malfunction, software incompatibility, hardware malfunction of otherwise.</p> <p>After a question and answer period, Mr. O'Connor made a motion to accept the proposed changes to the existing Finance Policy. The motion was seconded by Mr. Query and passed unanimously with a roll call vote.</p>	
Funding Flexibility for Early Childhood Education Funds	Presenter: Mr. John Li
<p>Mr. Li presented to the board that \$375,820.40 had previously been allocated to the Institute for Early Childhood Education. Because no schools under the portfolio qualified for these funds, the SCDE has allowed the Institute to transfer these funds to Line 397 "Aid to Districts" to get this money to the schools we serve. This request is time sensitive as we are in the last month of the fiscal year.</p> <p>Dr. Gustafson asked if this was state approved. Mr. Li stated that the SCDE and the Institute auditor suggested the move, with board approval.</p> <p>Mrs. Gustafson asked about using the funds for an existing program in lieu of the creation of a new program. Mr. Li stated that is the intent.</p> <p>Mr. Rodman made a motion to approve the Funding Flexibility request to move funds from Line 340 "Early Childhood Program" to Line 397 "Aid to Districts". The motion was seconded by Mr. O'Connor and passed unanimously with a roll call vote.</p>	

Information Items

Special Guests	Presenter: Dr. Gustafson
<p>Dr. Gustafson introduced two special guests to the meeting. Both have been invited to join the board starting in July, 2021, as Dr. and Mrs. Gustafson leave to start their retirement.</p> <p>Mr. Todd Carnes is from Lexington, SC and is excited to join the board. He does have some experience with charter schools in SC.</p> <p>Dr. Noel Brownlee is a practicing physician in Greenville and is also excited to join the board.</p>	
Financial Report	Presenter: Mr. John Li
<p>Mr. Li presented the Statement of Revenues and Expenditures and the Balance Sheet reports and the current student enrollment report and reviewed both for the Board.</p>	
School Leader's Survey	Mr. Vamshi Rudrapati
<p>Mr. Rudrapati advised the board that a survey went out to all school leaders that asked them to rate the different departments of the Institute. Overall, the participation rate was very high and the average score for all departments combined was a 4.7/5.0. Mr. Rodman congratulated the staff on a great evaluation. Dr. Gustafson added his congratulations, as well.</p>	
Final Organizational Chart	Presenter: Mr. Cameron Runyan
<p>Mr. Rudrapati shared and reviewed the final Organizational Chart with the Board members.</p> <p>Dr. Foster asked about the two open Deputy Superintendent positions. Mr. Runyan stated that those positions are open to grow into in the coming years. He also stated that the Institute is strengthening the secondary & tertiary levels of the Org Chart, with a goal of sustainability through cross training and layering within each department.</p>	
Farewell to Dr. Gustafson	Presenter: Mr. Cameron Runyan
<p>Mr. Runyan thanked Dr. Gustafson for the role he has taken as the Chair of the Institute for the past 4 years. He said of Dr. Gustafson, "He has amazing vision to see what could be and the courage to act on it. I have never seen a Chair so well prepared for each meeting and who takes the role so seriously." He finished by reminding Dr. Gustafson that the Institute is now the 8th largest school district in the state of South Carolina with 24,000 students and 4 new schools opening this year.</p> <p>Dr. Hellams then presented Dr. Gustafson with a token of appreciation from the Institute staff.</p> <p>Well wishes for Dr. and Mrs. Gustafson were seconded by many.</p> <p>Dr. Gustafson said he works with great people. He may have taken the vision but Mr. Runyan had the "real vision".</p> <p>Mr. Rudrapati thanked Dr. Gustafson for the way he treated him when they first met. He said Dr. Gustafson's dignified way of building relationships was to be admired.</p> <p>Mr. O'Connor then finished in prayer for Dr. and Mrs. Gustafson as they go on to their next adventure.</p>	

Public Comments

No public comments were submitted for this meeting.

Adjournment

As there was no further business, Dr. Hellams moved for adjournment.

Mr. Query seconded the motion and the meeting adjourned by acclamation at 12:01PM.