



AGENDA FOR MONTHLY MEETING OF THE FOUNDING BOARD OF DIRECTORS

September 14, 2020 ~ 11:30 am
CCTC Advanced Manufacturing Training Center
853 Broad Street; Sumter, SC 29150

*This meeting is held in accordance with the Freedom of Information Act.
A copy of the agenda has been made available to the local media & general public.*

I. Call to Order

- A) Establishment of a Quorum (1 minute)
- B) Invocation (1 minute)
- C) Pledge of Allegiance (1 minute)
- D) Chairman's Opening Remarks (1 minute)

II. Reading of the Mission & Vision Statement

Mission: Liberty STEAM Charter works to provide all students with equal access to a world-class PK-12 education in an academically rigorous & student-centered learning environment, creating graduates who will be thoughtful and engaged citizens prepared to take on the leadership challenges of the 21st century.

Vision: In partnership with our families and the community, our vision is to provide real-world interdisciplinary, personalized, and project-based learning experiences through a STEAM-based academic program where graduates become the next generation of leaders, employers, and employees who contribute to the economic well-being of their communities and families.

III. Order of Business

- A) Approval of Consent Agenda (1 minute)
 - a) Today's Meeting Agenda
 - b) Minutes from August 10, 2020 Regular Monthly Meeting
- B) Election of Board Secretary (Mr. G. Thompson – ACTION REQUIRED – 2 minutes)
- C) Updates from School Leaders (10 minutes)
 - a) Board Communication
 - b) Entity Name Change Progress
 - b) Community Outreach (News, Billboard, Website, Newsletter, Social Media)
 - c) Board on Track
 - d) Hopes & Dreams Listening Tour, Phase 2
 - e) Google Email Platform
 - f) Non-Profit Mailing Permit
 - g) Branding & Marketing Planning
- D) Financials & Vendors/Contracted Services (10 minutes)
 - a) August Financials: Expenditures & Donations (Dr. Graham)
 - b) CSP Grant Update (Dr. Ivey)
 - c) Online Vendor Payment System (Dr. Ivey)
 - d) Credit Card Authorization (Dr. Graham – ACTION REQUIRED)

- E) Enrollment Campaign (10 minutes)
 - a) Preview Session Strategy: Pre-Enrollment & General Public (Dr. Graham)
 - b) Lotterease Enrollment Platform (Dr. Ivey)
 - c) Immediate Next Steps
- F) Training Opportunities (1 minute)
 - a) LSC Board Training (Required by Statute – September 17; 9 am -12 pm)
 - b) 2020 SC Charter Schools Conference (November 18-19; Spartanburg)
- G) ED Organizational Chart & 90 Day Plan (Dr. Graham – ACTION REQUIRED – 6 minutes)
- H) Talent Platform Overview (Dr. Graham – 4 minutes)
- I) By-Laws Name Adoption & Procurement Policy Presentation – (Dr. Graham & Mr. Loadholt – ACTION REQUIRED – 4 minutes)
- J) Facility Updates (Dr. R. Thompson and Mr. Collins – 8 minutes)

IV. Public Participation

The official meeting of the LSC Board of Directors is, by law, a public meeting and the Board values citizen input. However, in order to protect the integrity of the meeting agenda, public dialogue will be restricted to the *Public Participation* section of the agenda or as directed by the Board chairman.

- Each speaker has three minutes.
- Speakers may not ask questions of Board Members.
- Board Members may not engage speakers in discussion.
- Disruptive behavior is not permitted.

V. Executive Session

Executive sessions are designed to handle sensitive matters in a matter that will protect the innocent and assure confidentiality about sensitive matters. Please remember that all matters discussed in the executive session are confidential and not to be reported to or discussed with anyone not in attendance at the session. The Chair will brief directors who are unable to attend the executive session. In today’s executive session, the items to be discussed with possible action taken include the following items:

- a) Purposes of a Discussion of Employment, Appointment, Compensation, Promotion, Demotion, Discipline or Release of an Employee
- b) Purposes of a Discussion of Negotiations Incident to Proposed Contractual Agreements

VI. Action Items

VII. Good of the Order

This is a time set aside for directors to offer announcements, comments, or observations that are relevant to Liberty STEAM Charter, the community we serve, and the work in which we are engaged.

VIII. Adjournment



LSC BOARD OF DIRECTORS MONTHLY MEETING MINUTES ~ SEPTEMBER 14, 2020

In accordance with the SC Code of Laws of 1976, Section 4-30-80(e), as amended, the meeting of the LSC Board of Directors was held in accordance with the Freedom of Information Act. The public and local media were notified of the meeting date, time, place, and agenda via the school's website and social media platforms.

The Board assembled at the CCTC Advanced Manufacturing Training Center (853 Broad Street) with Mr. G. Thompson calling the meeting to order at 11:35 am. Directors present included Mr. G. Thompson, Mr. Davis, Mrs. McElveen, Mr. Griffith, Rev. Dr. Newton, Mrs. Rauchenbach, Mrs. Chandler, and Dr. R. Thompson. Mr. Creech was absent. Staff present included Dr. Graham and Dr. Ivey. Consultants in attendance included Mr. Collins from *Collins & Almers Architecture* and David Loadholt from *DSG Group*. Media representatives present included Bruce Mills from *The Sumter Item*. Director Rev. Newton provided an invocation and Mr. G. Thompson led the group in reciting the Pledge of Allegiance. Mr. G. Thompson also aloud both the mission and vision statement.

The following actions were taken:

1. Approval of the Consent Agenda

- a. Mr. G. Thompson requested the board table the election of the board secretary. A motion was made by Director McElveen to approve today's meeting agenda with the chairman's request and the 8/10 meeting minutes. Director Chandler seconded the motion, and it passed in a 9-0 vote.

2. School Leader Updates Update

- a. Dr. Ivey shared a variety of planning updates to include: updated pre-enrollment interest stats, August financials, website metrics, social media, the billboard campaign, Google email migration, and *Board on Track* platform. LSC can now perform employee background checks and is awaiting approval of its non-profit mailing permit application. Dr. Graham shared an update on his first 90 days, noting that he has met with 73 stakeholders as part of the *Hopes & Dreams Listening Tour*.

3. Financials & Vendors/Contracted Services

- a. Dr. Graham reviewed key points from the monthly financial report provided by *McCay Kiddy*, LSC's external fiscal management firm, to include expenditures and donations.
- b. Dr. Ivey provided a one-month update on the federal CSP grant with \$28,193.67 in total allowable expenses being claimed thus far and showed the board the online CSP grant management platform.
- c. Dr. Ivey demonstrated the online vendor payment system being used to track vendors, vendor work agreements/contracts, and accounts payable (paying invoices, collecting receipts, etc.).
- d. Each director individually consented in writing to authorize Dr. Graham to enter into the purchase card approval process with Synovus Bank. The board will have final approval at its next meeting.

4. Enrollment Campaign

- a. Dr. Graham shared LSC's strategy for scholar enrollment, which will be a two prong approach: a mix of face-to-face & online family preview sessions and community canvassing in the school's core geographic target area (South Sumter). Dr. Ivey provided an overview of the *Lotterease* enrollment platform, which prospective families will use to submit an enrollment application. A discussion was held regarding enrollment procedures & deadlines, priority preference, steps being taken to ensure a diverse student representation, and the initial lottery. Dr. Graham noted his goal was to have a minimum of 288 applications by November 30. Dennisse Jones (education liaison) spoke briefly to the board about the collaboration thus far between Shaw AFB and LSC.

5. Procurement Code & By-Laws

- a. Director Rauschenbach made a motion to adopt the procurement policy and was seconded by Director Davis. Director Davis made a motion to adopt the revised by-laws reflecting the school's new name and was seconded by Director Chandler. Both motions respectively carried in 9-0 votes.

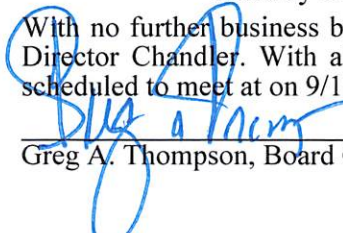
6. Entering into Executive Session

- a. Director McElveen made a motion to enter into executive session for purposes of a discussion of employment, appointment, compensation, promotion, demotion, discipline or release of an employee and negotiations incident to proposed contractual agreements. Director Newton seconded the motion; it passed in a 9-0 vote. The board entered into executive session at 12:47 pm.

7. Returning from Executive Session

- a. The board unanimously consented to conclude executive session at 1:15 pm after a motion was made by Director Griffith and seconded by Director Davis. No action was taken.

With no further business before the Board, a motion was made by Director Newton to adjourn and seconded by Director Chandler. With all directors in agreement, the meeting was adjourned at 1:18 pm. The board is next scheduled to meet at on 9/17 at 9 am for its required board member orientation training at the LSC admin offices.


Greg A. Thompson, Board Chairman


Dr. Trevor T. Ivey, NBCT; Chief of Staff