

Meeting Minutes

Subject	Belton Preparatory Academy Board of Directors	Date	July 8th, 2024
Facilitator	Angie King	Time	6:00 p.m.
Location	BPA Conference Room (Upper level)	Scribe	Amanda Dyar Moss
Attendees	Angie King, Blake Cooper, Zach MacInnis, Amanda Dyar Moss, Candace Whitfield, Rachel Sibilio		
Public Attendees	Neth Nettles, Deirdre McCullough		

Key Points Discussed		
No.	Topic	Highlights
1.	Call to Order	Meeting called to order at 6:11 p.m.
2.	Invocation	Invocation led by Deirdre McCullough
3.	Pledge of Allegiance	All members and guests recited the Pledge of Allegiance
4.	Freedom of Information Act Compliance	In compliance with FOIA, the agenda was posted on Friday, July 5, 2024, to the website. It was also posted at the elementary school (Second Baptist) on Sunday July 7, 2024.
5.	Public Comment	None
6.	Announcement from the Principal	Mrs. McCullough addressed parents, faculty and board. Moving forward with a united front, the BPA way. Excellence in behavior and academics. Don't drop to average. The hidden agenda is developing well rounded students. Focus on work ethic in and outside the classroom, teamwork, and conflict resolution. Make students successful wherever they go. We are a school choice...so pursue excellence.
		Introduction of new staff to the board by Angie King.
7.	Approval of Agenda (action)	Motion to approve Amanda Moss, 2 nd by Rachel Sibilio. All in favor; Motion carries.
8.	Approval of June 17, 2024, Minutes (Action)	Motion to approve the minutes Candace Whitfield 2 nd by Zack MacInnis. All in favor; Motion carries.
9.	Approval of June 24, 2024, Minutes (Action)	Motion to approve the minutes Angie King, 2 nd by Rachel Sibilio. All in favor; Motion carries.
10.	Approval of June 26, 2024, Minutes (Action)	Motion to approve the minutes Blake Cooper 2 nd by Amanda Moss. All in favor; Motion carries.
11.	Review of Financials (Rachel Sibilio)	Rec'd a slight increase in budget for July and will have that for August as well. The increase in September will be based on enrollment of 5 day count.

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		<p>Reviewed financials for June. The new principal was added for July. New faculty will be added for August. We have credit for storage facilities. The bond payment for July appears on the statement at 93,406.82, will remain at that until next July when it will again increase.</p> <p>SPED services costs reviewed.</p> <p>Payments listed for ISTE Conference/SCASA conference.</p> <p>Current balance reflects all of July.</p>
12.	Equipment needs for 2024/2025 Academic (action)	<p>Mrs. McCullough addressed equipment needs.</p> <p>Requesting laptops for teachers ASAP. The quote reviewed that was received from Applied Data includes laptops for new staff, Chromebooks for new students and any broken at the end of 23-24 year. The quote is for purchase not lease. Younger grade levels carry smaller sized Chromebooks, hence Chromebook 11 vs Chromebook 14. There is a warranty with some of the Chromebooks. Request price out of lease option</p> <p>Reviewed quote for Clear touch smartboards. Option to not include motors on raising them up and down may reduce costs. Smartboards are in stock and could be ordered quickly. Request price out for lease option.</p> <p>Both quotes are on state contract, so not underneath procurement.</p> <p>Make a motion to purchase the 15 HP Probooks from Applied Data along with a 3-year warranty as discussed during the meeting by Angie King, 2nd by Amanda Moss. All in favor; Motion carries.</p>
13.	Teacher Supply Checks	<p>\$400 this year. For existing teachers will go with July pay as a separate check. The new teachers will receive a separate check through bill.com not through the Payroll company. This is untaxed.</p> <p>Request a list of certified and non-certified staff.</p>

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14.	2024-2025 Budget Final Reading (action)	<p>Reviewed by Rachel Sibilio. This was turned into Erskine as a preliminary. We have until the 2nd week of August to adjust. The budget was sent for anticipated enrollment of 420, so there is the possibility this number may change and affect the budget with the 5-day count.</p> <p>Make a motion to approve the budget as presented for the 2024-2025 school year by Candace Whitfield, 2nd by Blake Cooper. All in favor; Motion carries.</p>
15.	Moving Furniture from Second Baptist and Calvary Baptist to New School	This will be done by a moving company to be decided by the board. Will be delivered after July 29 th .
16.	Building Updates (Highmark Letter) <ul style="list-style-type: none"> Furniture Updates 	<p>Highmark sent out updates for June 28th. Teachers did get a change to tour on July 2nd. OSF inspection was June 26th, went well, a few things to review. Level 2 was approved to drop ceiling tiles. Carpet and tiles continue to be put down. Concrete has been poured. OSF file inspection is July 25th. Furniture will be delivered July 29th that was ordered (180 desks, 65-14", 4 kidney bean tables and 4 lunchroom tables.) The moving company will also put these items together. These items include desks, chairs, kidney tables.</p> <p>DOT is continuing to install turning lane.</p>

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17.	<p>Principal's Reports and Updates to Board (Deirdre McCullough)</p> <ul style="list-style-type: none"> • Enrollment Update • 2024-2025 Important Dates and Updates • Honors Program for English I & Algebra I • School Wide Communication Plan 	<p>Mrs. McCullough. Current enrollment sits at 463-these students have completed an enrollment packet and are in PowerSchool: K5 80, 1st grade 52, 2nd grade 74-with 1 available seat, 3rd grade 67- with 8 available seats, 4th grade 50, 5th grade 47-with 3 available seats, 6th grade 47-with 3 available seats, 7th grade 21-with 4 available seats, and 8th grade 25.</p> <p>Important dates and updates: Reviewing the start date, concern is this manageable with delivery of the furniture on the 29th. Considering when to hold "meet the teacher." Mrs. McCullough feels there is a lot of pressure on the teachers to put everything together inside the classrooms between the 29th and the 1st. Recommends starting on Monday, August 5th.</p> <p>Need to communicate to kindergarten regarding soft start. Mrs. McCullough plans to do this tomorrow.</p> <p>Board discussion re: altering start date: will hold on altering the date at this time.</p> <p>Honors: English I and Algebra I offerings to 8th graders. The qualifications would be based on SC Ready. There is faculty qualified for English I and a potential candidate for Algebra I. Discussion regarding adding GT in the future pending personnel. The honors programs would not alter the</p> <p>School wide communication systems for the new facilities. Mrs. McCullough asking if we have intercoms vs phones vs walkies. Discussion regarding addition of the Raptor system in the front office. We have previously used walkies. Many schools use phones.</p>
18.	Amendment of the Charter for High School (Action)	<p>Has been the desire of the founding board to add a high school. The institute is aware of these intentions informally.</p> <p>Make a motion to amend our current charter to add grades 9th through 12th for a high school starting 2025-2026 school year by Candace Whitfield, 2nd Rachel Sibilio. All in favor; Motion carries.</p>
19.	<p>Executive Session</p> <ul style="list-style-type: none"> • Contractual Matters <ul style="list-style-type: none"> o Moving Company Services 	<p>Motion to move into Executive Session by Amanda Moss, 2nd by Angie King. All in favor; Motion carries.</p>

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No.	Topic	Highlights
	<ul style="list-style-type: none"> o Custodial Services o Internet Provider o CPA Service 2024-2025 FY • Legal Advice <ul style="list-style-type: none"> o Facility Lease o Threatened Legal Claims o Procurement Policy o Employee Handbook o Student Handbook o Board Bylaws o Board Policy Manual o FOIA Requests • Personnel Matters <ul style="list-style-type: none"> o Personnel Matter <ul style="list-style-type: none"> ▪ Administrative Staffing Issues ▪ Title IX Officer ▪ Procurement Officer ▪ Onboarding Principal ▪ Salary Schedule o Employee A-Terms of Employment o Employee B-Terms of Employment o 2024/2025 Teacher Staffing Positions <ul style="list-style-type: none"> ▪ SPED ▪ Speech Therapist ▪ First Grade ▪ Middle Math ▪ Occupational Therapy ▪ Psychologist 	
		Motion to move out of Executive Session by Angie King, 2 nd by Blake Cooper. All in favor; Motion carries.
20.	Possible action item(s) from the Executive Session	Motion to engage with the moving company service discussed in executive session to move school supplies from Second Baptist, portables, storage building and Calvary to the new campus by Angie King 2 nd by Zack MacInnis. All in favor; Motion carries.

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		<p>Motion to post a custodial and/or maintenance services position and request for RFP for custodial services by Angie King 2nd by Blake Cooper. All in favor; Motion carries.</p> <p>Motion to approve the CPA firm discussed during Executive session for the upcoming 2024-2025 school year and authorize Rachel to pursue contract negotiations as discussed during Executive Session and authorize board chair to enter into contract agreement consistent with proposal as discussed in Executive Session Amanda Dyar Moss 2nd by Blake Cooper. All in favor; Motion carries.</p> <p>Motion to change terms of employee B's letter of agreement to part time guidance and part time teacher position and extend contract to 200 days as discussed during executive session by Amanda Dyar Moss 2nd by Blake Cooper. All in favor; Motion carries.</p> <p>Motion to approve teacher C to move into SPED Coordinator position and update letter of agreement in accordance to position as discussed in Executive Session by Angie King 2nd by Amanda Dyar Moss. All in favor; Motion carries.</p> <p>Motion to approve hiring of teacher D into first grade teacher position by Angie King 2nd by Amanda Dyar Moss. All in favor; Motion carries.</p> <p>Motion to authorize principal to offer teacher E middle school math position subject to terms discussed in executive session by Angie King 2nd by Candace Whitfield. All in favor; Motion carries.</p>
21.	Miscellaneous/Other from the Board	Angie meet with Ecofin. Good report. Nothing to update.
	Next Meeting	The next meeting will be held Monday August 12 th , 2024, in the BPA conference room at the new facility 6 p.m.
		Motion to adjourn at 10:25 p.m. by Angie King; 2 nd by Amanda Dyar Moss. All in favor; Motion carries.

Action Plan			
No.	Action Item(s)	Owner	Target Date
1.			
2.			
3.			
4.			
5.			

Action Plan			
No.	Action Item(s)	Owner	Target Date

Board Member Signatures		
No.	Name	Signature
1.		
2.		
3.		
4.		
5.		