

**Board of Directors
Meeting Minutes
August 22nd, 2018**

Present:

Board of Directors: Bill Harder, Jill Schneider, Loren Higgins, Morgan Arndt, Doug Burrell, Nick Nicholson, Jeni Cain, Shane Peek, Warren Griffith, James Hamilton, Jan Garrett and Clarence Edwards

Management: Chris Neeley, Heather Boyd, and Shannon Spurrier

Visitor: Allison Huffstutler, Abby Bell

Proceedings:

- Bill Harder called the meeting to order
- Invocation
- Pledge of Allegiance
- Recitation of the Mission Statement and Vision
- Roll Call
- Motion made to approve the agenda for 8/22/2018 meeting
 - Nick Nicholson made a motion to amend the agenda under exigent circumstances.
 - Clarence Edwards seconded the motion.
 - All Board members approved the amendment.
- Minutes from 6/25/2018 meeting were reviewed and approved

Shane Peek apologized for not being present during the past couple months.

President's Report- Bill Harder

- Bill took time in the classroom yesterday and it reminded Bill the importance of what the Board is doing for the Center
- Bill urged the whole board to connect to take those extra steps to connect to the Meyer Center.

Financial Report- Clarence Edwards

- Clarence went over last year's fiscal numbers (ended June 30th 2018) to bring the board up to speed on the current financial state of the Center.
- Clarence specifically focused on items that missed the budget in excess of 5K.
 - Net Medicaid was down \$171K in comparison to what the Center had budgeted.
 - Base Students cost was \$26K better than the Center expected
 - IDEA was down by \$32K.
 - In total the Center was \$184K short from Governmental Agencies.
- Annual Giving was down \$18K.
- Kids Classic was up in a huge way, but the Center can't expect that next year.
- The Meyer Center was net -\$53K in total on the revenue side.
- The Center had \$140K more in expenses than budgeted.
- The Meyer Center had a \$266K deficit ending the fiscal year.
- The Budget is being worked on currently; the Center is still waiting on numbers from governmental agencies and the state.
- Chris and Bill have a meeting with Bon Secours next week to discuss a possible partnership.
- Budget should be finalized in the next two weeks and will be presented at September board meeting.
- The Center asked Southern First for a 3-month line of credit for \$200,000 to get through the summer months and as of right now it has not been tapped into.
- The Center plans to use the money from J.L Mann Spirit Week to pay the line of credit back.
- Professional fees of \$2,300 were the final payment to Stan Davis for Strategic Planning work.
- Morgan Arndt asked when the Audit will start.
 - Clarence answered that the audit will start the following week and will be presented at the October Meeting.

Executive Director's Report- Chris Neeley

- School started back and there is a new energy at the Meyer Center.
- 23 new students started this school year at the Meyer Center.

- Therapists are working on a new note and billing system that was designed by specifically for the Center Compu Group Medical, which will allow the Center to track much more information.
- The Nursing department is scheduled to provide 23 regular services per day, which can be billed to Medicaid.
- There are 35 Bus Riders this year, and the bus system has permanently moved from door to door to bus stops.
- Chris broke down the student's population insurance providers. There are 4 kids in total that are totally uninsured.
- Development Plan was created. The plan is very intensive and includes an aggressive annual giving program.
- Tommy Blackman has been interviewed in hopes of heading up the Capital Campaign
- Parking lot has been finished and the car line is in place
- Online portal has been created and is in test phase for an payments from parents for tuition
 - Loren Higgins asked what the fees would be on an online portal.
 - Shannon Spurrier suggests that we create an option to charge a \$2.00 fee for online payments to cover CC processing charges
- Heather Boyd provided an Education Report
 - The Center has 3 new teachers; Lindsay Holmes, Madison Smith, Victoria Britt.
 - Two faculty members resigned; Carla Boyd and Robin Fish
 - Eve resigned as classroom teacher and moved to a TA position
 - Heather highlighted the importance of inclusion.
 - Goal of Special Education is to close the gap between the special needs student and their typical peers.
 - The law requires educators to provide a continuation of services, meaning going from the most restrictive environment to the most general and open environments.
 - Multiples students have graduated into the "regular" kindergarten classrooms.
 - Jill asked where the Inclusion Students are coming from. The first spots are open to staff's children, second is open to Meyer Center Siblings, and third to the community
 - Nick asked if it is a benefit for teachers to be able to send their children to school at the Center. Heather affirmed this.
 - Heather shared a story about her son, and how the inclusion program impacted him and he is now reaching out to kids struggling in his kindergarten class.
 - Chris let the board know that waiting list is up to 52 students, after taking in 23 new students.
 - Bill asked the cost of inclusion kids.
 - Heather informed that they pay tuition.
 - Bill asked if we could pull a report to show if the tuitions cover the cost.
 - Shannon suggested we come up with funding opportunities to cover the inclusion program.
 - Jill asked why the Center has 84 students verse 97.
 - Heather reported that she capped the self-contained classrooms at 8 in order to maintain teacher retention, and to maintain with integrity to the classroom.
- Jill asked if the Center will qualify for Title 1 money.
 - Chris answered that based upon changes at the state level, the district will base the requirements upon the disability rate, so the Center might qualify for it, but the Center will not budget for it.
- The inclusion children are not considered in the population for Title 1.
- Warren asked if there are inclusion kids on the waiting list.
 - Heather answered that the Center has two2 typical children and 2 non-typical children.
- Shane spoke to Inclusion works being a Springboard for Eve as she enters a "regular" classroom at Heritage elementary.

HR Committee- Nick Nicholson

- Skipped due to waiting on information

Nominations Committee- Loren Higgins

- Submit 5 names for parent teacher vote; we will elect 4
 - Loren Higgins
 - Jill Schneider
 - Allison Huffstutter
 - Jill Timmons

- Annalynn Barnette
- Loren made one last call for any potential names for the board nominations.

Governance Committee- Morgan Arndt

- Nick's connections gave us SC Charter School Forms, both operational and evaluation methods.
- Nick said that is might \$3,200 upfront for licensing and then \$900 annual fee that could be waived
- Morgan is asking her firm's pro bono committee to put that in their annual budget starting January 1, 2019.

Spirit Week- Shannon Spurrier

- The Center is excited to work with J.L. Mann
- The Development Team is working on pitching to Wade Hampton next year
- Shannon handed out a list of activities for adults/board members to participate in Spirit Week.
- Asked for Board Members to her know what events they will attend, because it is important the Center is visible on all levels
- Ladies Luncheon Update
 - The Development staff is making personal contact with Bundt Cakes to thank for Luncheon Sponsors.
 - Bon Secures is the presenting sponsor again for 2019
 - Starting out with a deficient- Belk and Greenville Hospital System both came in \$2,500 instead of \$5K.
 - Expenses are being cut
 - Staff not being able to take day off to attend
 - No longer have a champagne fountain
 - Giving each sponsor an opportunity to have a parent sit at their table- hoping to relate to an increase in the fund a need
 - Money goal is \$230K, same as 2017
- Bill asked for the board members to commit to making it to at least one event during the Spirit Week events.

PTA Report- Allison Huffstutler

- A mission statement was developed with the help of Stan Davis
- PTA membership is a little over 120 members and the engagement of parents is greatly increasing.
- Applying for the PTA Excellence award, which would allow the possibility of grant funding
- Budget has been developed and was handed out to Board members
- Upcoming Events
 - Family Fun Night- Friday Sept 21st
 - Allison asked if the board could put together 2 Carnival Booths
 - Bouncy House or Dunk Tank were suggestions
 - Combining Board Member voting and Transition Forum in order to promote more engagement.
 - Vendor Event planned
- Involvement
 - Even Months- Staff Luncheons
 - Box Tops
 - Raffle Items for the teachers for Teacher Appreciate week in May and other opportunities
- The PTA has an official Meyer Center Email

Student Spotlight- Julie Clark

- Christian is the student spotlight

Nick made a motion to go into executive session to discuss potential contractual obligations with the state charter school district and to discuss compensation benefits for 2018 and 2019.

- No action or votes were taken in Executive Session.

Motion was made by Nick empower Chris Neeley as ED to take reasonable steps necessary to enter into an agreement with State charter district to have the state charter district be our LEA for the upcoming fiscal year.

- Clarence Edwards made a second
- All voted in favor and motion was so moved

Doug Burrell made a motion to update the Meyer Center employer match into employee retirement accounts shall be changed from a mandatory match to a discretionary match' beginning October 1, 2018.

- o All voted in favor and motion was so moved

Nick made a motion that the board change the policy manual to state that any expenditure over 1K and not previously in the budget requires approval.

- o All voted in favor and motion was so moved

Nick made a motion that as the board we place a hiring freeze on all staff at the Center, expect by board approval.

- o Loren Higgins was the second

- o All voted in favor and motion was so moved

Doug moved to allow Chris Neeley and Bill Harder to sign the supplemental funding agreement with the State of SC.

- o All voted in favor and motion was so moved

Closing Remarks- Bill Harder

- Future Meeting date has changed
- Bill asked the board to please be involved in JL Mann Spirit Week.

Respectfully Submitted,

Jeni Cain
Board of Directors

Chris Neeley
Executive Director