

Greenville Technical Charter High School
Board of Directors Regular Meeting
May 27, 2008, at 6:00 p.m.
Greenville Technical College
Administrative Board Room

Approved 6/24/08

Submitted by Edward Snow on June 16, 2008

Dr. Nash chaired the meeting. The meeting was called to order at 6:10 pm by Dr. Nash.

1. Roll call: The following members of the Board were present: Dr. Nash, Henry Parr, Wanda Clark, Jayne McClain, Dr. John Piccione, Issie Wright, Jay Whitacre, and David Dolge. Board members not in attendance were: Ken Payne, Michael Burdine, Sandy Brigmon, Chris Stolarski, Dr. Julius Earle, Jerry Sprouse and Eric Adams. Also in attendance were: Fred Crawford, David Gantt, and Skip Snow.
2. Agenda: The agenda was reviewed and an addition for a contractual matter during the executive session was made.
Jay Whitacre motioned to approve the agenda as modified. Jayne McClain seconded the motion. The motion was approved unanimously.
3. Approval of minutes:
The minutes from the April 22, 2008 board meeting were reviewed.
Wanda Clark motioned to approve the minutes with one correction. Change “The secretary asks that committee chairs submit proposed duties for committees to the board for approval prior the new board being seated.” to “The secretary asks that committee chairs submit proposed duties for committees to the board for approval prior **to** the new board being seated. **Issie Wright seconded the motion. The motion was approved unanimously.**
4. Chairs report (attachment 1):
The chair’s report that Dr. Nash submitted was reviewed. **David Dolge made a motion to receive the report and Jayne McClain seconded the motion and it passed unanimously.**
5. Principal’s report: (attachment 2):
Mr. Crawford presented his report to the board and provided an update on possible facility changes in the years ahead. **Jayne McClain made a motion to receive the report and David Dolge seconded the motion and it passed unanimously.**
6. Board Committee Reports:
 - a. Executive Committee Report: (attachment 3)
Dr. Nash presented information to the board regarding the procedures that would be followed in performing an annual review of the school’s principal to include criteria used by the State Department of Education and a series of questions for the principal to answer.
 - b. Finance Report: (attachment 4)
Dr. John Piccione presented a budget for fiscal year 2008-2009 that had been previously approved for recommendation to the board by the Finance Committee on May 20, 2008. Certain line items were explained to the board and discussion was made regarding the classification of legislative initiative expenses. **The motion to approve the budget recommended by the Finance Committee for the fiscal year**

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- ending June 30, 2009 was made by Dr. Piccione. Since the motion came from the Committee, it did not require a second. The motion passed unanimously.
- c. Development and Governance Committee:
No report.
 - d. Audit Committee:
Jay Whitacre reported that the modular classrooms at the Brashier campus had been inspected and that they were in good condition.
 - e. Appeals (Grievance) Committee:
Jayne McClain stated that there was nothing to report, but it was mentioned by Mr. Crawford that it was the first school year in which there had not been an expulsion at the school.
 - f. Instruction Committee:
No report.
7. Old Business:
- a. Dr. Nash reported that only one member had not yet completed board training.
 - b. An update for the process for selection of the auditor for the fiscal year ending June 30, 2008, was given by Skip Snow. It was suggested that we confirm that we are in compliance with the South Carolina Consolidated Procurement Code. Mr. Snow was directed to receive one other quote for audit services for the current year.
8. Executive session for legal and contractual matters:
At 7:40 pm, Dr. Nash moved the meeting into executive session as approved on the agenda.
At 7:55 pm the meeting moved out of executive session.
9. New Business:
- a. A motion was made by David Dolge that we approve \$5,000.00 additional funds for this budget year to the legislative representative for the charter school (GTCHS), and that the funds come from the contingency fund. **The motion was seconded by Jay Whitacre and passed unanimously.**
10. Adjournment: With no further business, Henry Parr motioned to adjourn the meeting. David Dolge seconded the motion. The motion was approved unanimously. The meeting was adjourned at 8:15 pm.

Attachments:

- 1. Chair's report.
- 2. Principal's report
- 3. Executive committee report.
- 4. Finance reports

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Attachment 1: Chair's Report.

**Chairman's Report to
GTCHS Board of Directors
May 27, 2008**

- 1. Met with the GTCHS BOD Executive Committee on May 1st at 5:30PM for the purpose of initiating the Annual Review process for the Principal of GTCHS.**
- 2. Attended the Graduation Ceremony of Greenville Tech College at the BiLo Center and greeted the three GTCHS students out of eight who participated in the ceremony on May 6.**
- 3. Sent email messages and hard copy letters to selected Senators requesting their support of H4662 amendments to Education Accountability Act.**
- 4. Attended the GTCHS Awards Ceremony and welcomed the parents, friends, faculty and staff personnel students who attended on May 7.**
- 5. Served as a judge for Senior Projects on May 8th.**
- 6. Attended the Distinguished Senior Projects exhibit at McAlister Square on May 15.**
- 7. Sent thank you emails to selected Senators for supporting the House bill 4662 to amend the Education Accountability Act (EAA) which passed by unanimous vote.**
- 8. Conducted a meeting with the Executive Committee of GTCHS Board of Directors on May 21, 2008**
- 9. Participated in the Graduation Exercises of GTCHS at Furman University on May 26, 2008**

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Attachment 2: Principal's Report

Principal's Report: May 27, 2008

Graduation highlights:

The senior class of 2008 has 92 members; a majority of the graduates completed their senior year with 15 hours or more of college credit from Greenville Technical College. Eight of the seniors received an Associate in Arts or Science degree from the college along with a South Carolina High Diploma. The graduation rate for this class of 2008 is 98% with 100% of the class planning to attend a two year or four year college or university next year. The senior class received a record amount of scholarship offers totaling more than 6.2 million dollars.

Summer professional development:

Transitions Learning Team (TLT) comprised of GTC and GTCHS instructors continue to meet monthly to align curriculum and prepare students for college readiness. This summer a team of 8 instructors will participate in the MCNC Summer Institute in New York, NY.

Several teachers will attend the SREB: High Schools That Work National Conference in Nashville, TN. Mary Brantley and Bob Ground are conducting a workshop on Senior Projects.

A cohort of instructors from both GTCHS and Greer Middle College are attending the Coalition of Essential Schools Small Learning Communities Summer Institute in Portland, Oregon. Our school will serve a mentor school for GMC during the year ahead.

The administration and guidance department will be conducting workshops at the SCASA Summer Leadership Conference on Middle College and Advisory programs at the request of SDOE.

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As a regional site for NSRF, we are hosting coaches training for Critical Friends Groups (CFG's) to include our teacher along with Brashier MC and Greer MC.

Facility Update:

Additional classrooms in Allied Health/Hollings building will need technology upgrades and minor cosmetic work. We have budgeted 50k AH building needs and want replace carpet in five classrooms in building 119 if renovation budget allows. Also, Greer MC is planning to be at Taylors FBC during first year and will relocate modular classrooms from Brashier campus. Brashier MC should break ground on new building next week. This funding model may allow us to consider a building on Barton campus within two-three years.

Legislative Update:

Charter school legislation proviso to address funding is still intact along with amending charter renewals from 5-10 years. Equity in per pupil support and facility funding will remain a priority in next year's legislative process.

Visitors to GTCHS:

Dr. Keith Miller, the next GTC President, visited our school last week to learn more about our Early College Program. Kathy Moran and Harold Bretstein with MCNC assisted with Math TLT and Peer Review along with judging Senior Projects. CES has requested our school to be a host site visit during this year's Fall Forum to be held in Charlotte early November 2008. Approximately 45 educators from across the US will spend a day at GTCHS to learn more about our work and provide networking to "share best practices" around the 10 Common Principles.

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Personnel Report:

Teacher evaluations are complete and individual growth plans are in process. All teachers are returning next year and Jason Schmidt will join us as a teacher in Physical Science.

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Submitted by Edward Snow on June 16, 2008

Attachment 3: **Executive Committee's Reports**

Greenville Technical Charter High School
Board of Directors - Executive Committee Meeting
May 1, 2008, at 5:30 p.m.
Greenville Technical College
Allied Health Executive Board Room

Approved 5/21/08

Submitted by Chris Stolarski on 5/2/07

The meeting was called to order at 5:43 pm by Chairman Bob Nash. The following members of the executive committee were present: Dr. Bob Nash, Chris Stolarski, Henry Parr, and Dr. Julius Earle .

1. Two agenda items: Approval of minutes from 11/14/07 and policy for principal evaluation by the executive committee.
2. The minutes from the 11/14/07 executive committee were reviewed. Dr. Earle motioned to approve the minutes as submitted. Henry Parr seconded the motion. The motion was approved unanimously.
3. Dr. Nash distributed the following items to review:
 - Reg. R-43-165.1 - Principal evaluation program as published by SC State Department of Education.
 - Performance evaluation for principal instructor form - previously used by GTCHS board.
 - Distributed GTCHS board of directors five year plan, 2005.
 - 2007 GTCHS school report card.
4. The committee discussed process for evaluating / reviewing the principal's performance on an annual basis.
5. The executive committee will meet in 2 – 3 weeks to further discuss this year's review.
6. With no further business before the committee, Dr. Earle motioned to adjourn. Chris Stolarski seconded the motion. The motion was approved unanimously. The executive committee was adjourned at 6:31 pm.

Greenville Technical Charter High School
Board of Directors – Executive Committee Meeting
May 21, 2008, at 6:30 p.m.
Greenville Technical College
Allied Health Executive Board Room

Not approved

Submitted by Chris Stolarski on 5/23/07

The meeting was called to order at 6:36 pm by Chairman Bob Nash. The following members of the executive committee were present: Dr. Bob Nash, Chris Stolarski, Henry Parr, and Dr. John Piccione.

1. Two agenda items: Approval of minutes from 5/1/07 and procedure for annual review of the principal.
2. The minutes from the 5/1/07 executive committee were reviewed. Henry Parr motioned to approve the minutes as submitted. Chris Stolarski seconded the motion. The motion was approved unanimously.
3. Henry Parr motioned that the committee move into executive session for a personnel matter, specifically to discuss the annual review of the principal. The committee moved into executive session at 6:38 pm.
4. The executive session ended at 7:20 pm. No action was taken during the executive session.
5. Dr. Piccione motioned that the annual review form with questions to be answered by the principal be approved with the changes discussed. (Attachment 1). Henry Parr seconded the motion. The motion was approved unanimously.
6. John Piccione motioned that the performance evaluation form and the state regulation for evaluation of the principal be distributed to the current board of directors to be completed to the best of their ability and returned to the executive committee by 6/15. Henry Parr seconded the motion. The motion was approved unanimously.
7. Chris Stolarski motioned that the principals salary be increased by a cost of living increase the same as the staff plus a bonus equal to the previous year pending completion of the annual review. Dr. Piccione seconded the motion. The motion was approved unanimously.
8. With no further business before the executive committee, Henry Parr motioned that the committee adjourn. Dr. Piccione seconded the motion. The motion was approved unanimously. The executive committee adjourned at 7:30 pm.

Attachment 1 – Annual Review Form, GTCHS Principal

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Attachment 4: Financial Reports

**Greenville Technical Charter High School
Budget for Fiscal Year 2008-09**

	Description	Budget FY09	Budget FY08	Difference
1	Income			
2	2100 · EFA Funding	2,693,804	2,641,757	52,047
3	2101 · Special Revenues EIA	180,000	190,000	(10,000)
4	1920 · Contributions	50,000	65,000	(15,000)
5	1510 · Interest Earned	20,000	15,000	5,000
6	4000 · Income - Other	20,000	30,000	(10,000)
7	4001 · Rental Income	48,000	48,000	-
8	4320 · Grant Funding	175,000	223,500	(48,500)
9	Total Income	3,186,804	3,213,257	(26,453)
10	Expense			
11	114 Salaries - High School	1,240,000	1,215,000	25,000
12	114 Benefits - High School	349,188	330,000	19,188
13	114 Services - High School	80,000	100,000	(20,000)
14	114 Services - Facility Renovations	50,000		50,000
15	114 Supplies - High School	110,000	125,000	(15,000)
16	114 Assets - High School	40,000	65,000	(25,000)
17	114 Insurance - High School	13,770	13,500	270
18	127 Salaries - Special Ed	97,000	94,000	3,000
19	127 Benefits - Special Ed	24,881	25,960	(1,079)
20	212 Salaries - Guidance	205,000	215,000	(10,000)
21	212 Benefits - Guidance	49,052	50,000	(948)
22	212 Supplies - Guidance	1,500	1,500	-
23	213 Salaries - Health	37,000	37,000	-
24	213 Benefits - Health	10,370	10,000	370
25	213 Supplies - Health	500	500	-
26	221 Services - Prof Development	25,000	20,000	5,000
27	221 Travel - Prof Development	45,000	40,000	5,000
28	221 Supplies - Prof Development	4,000	4,000	-
29	231 Services - Board	20,000	8,500	11,500
30	231 Supplies - Board	2,000	2,000	-
31	231 Insurance - Board	12,500	12,500	-
32	233 Salaries - Administration	375,000	390,000	(15,000)
33	233 Benefits - Administration	91,933	95,000	(3,067)
34	233 Services - Administration	25,000	25,000	-
35	233 Supplies - Administration	15,000	20,000	(5,000)
36	233 Assets - Administration	3,000	5,000	(2,000)
37	233 Dues Fees - Administration	4,000	4,000	-
38	264 Staff Services	500	500	-
39	271 Vehicle Expenses & Assets	10,000	10,000	-
40	271 Pupil Service Activities	25,000	25,000	-
41	330 Salaries - Development	49,000	48,100	900
42	330 Benefits - Development	10,083	10,000	83
43	330 Services - Development	1,000	15,000	(14,000)
44	330 Supplies - Development	4,000	3,000	1,000
45	Total Expense	3,030,275	3,020,060	10,215
46	Contingency Fund	156,529	193,197	(36,668)