

**BRASHIER MIDDLE COLLEGE CHARTER HIGH SCHOOL**  
**BOARD OF DIRECTORS MEETING**  
**APRIL 11, 2016**

Call to Order	(T. Cron)
Visitor's Comments	(T. Cron)
Approval of Agenda	(T. Cron)
Approval of March Minutes	(F. Campigotto)
Committee Reports	
Finance Committee Report	(H. Helms)
Governance Committee	
Employee Handbook	(F. Campigotto)
Community Relations Committee	
Student/Parent Survey	(K. Anderson)
Board Election Plan Update	(T. Cron)
Board Appointed Position from GTC	(W. Clark)
Principal's Report/School Overview	(M. Sinclair)
Executive Session—student issue, no action	(T. Cron)
Adjourn	(T. Cron)

**MINUTES**

Teresa Cron called the April 11, 2016 meeting to order at 5:20 PM.

Board members in attendance were Joan Asher, Frank Campigotto, Kathy Cassidy, Wanda Clark, Teresa Cron, Hal Helms, Thomas Sanders and John Trone. Principal Michael Sinclair and Assistant Principal Trina Freeman also attended. Absent were: Philip Romba, Kipra Anderson and Keith McNeel.

Teresa Cron distributed the agenda. Kathy Cassidy made a motion to approve the agenda. Wanda Clark seconded the motion. The motion passed unanimously.

Frank Campigotto had previously distributed the March 14, 2016 board meeting minutes via email. John Trone moved to approve the minutes. Kathy Cassidy seconded the motion. The motion passed unanimously.

**Visitor's Comments**

One visitor, a perspective board member, attended the meeting but had no comments.

**Committee Reports**

Finance Committee Report. Treasurer Hal Helms presented the report by the Finance Committee. The overall financial condition of the School remains well and the accounts are as expected at this point in the school year.

Governance Committee Report. Frank Campigotto reported that the Governance Committee had been working unofficially with Mike Sinclair and Nancy DeYoung to help review and upgrade the Employee Handbook to make it more readable, eliminate redundancy and make minor corrections and revisions. Since there were no major changes proposed for the Handbook, Mike Sinclair will issue the revised Handbook to employees with no action required

by the Board.

Community Relations Committee Report. Teresa Cron provided the report from the Community Relations Committee concerning the issue of doing surveys of parents and/or students. She reported that they had met with Mike Sinclair, Trina Freeman and Mrs. Wheeler to discuss the usefulness of Survey Monkey. Topics that could be of interest for a survey included communication, teacher/parent communication, academics, fund raising and support programs. She also indicated that the School had purchased a Gold membership to Survey Monkey for one year and the School would determine its usefulness over that period.

Discussions from the Board members indicated that care should be taken not to raise false hopes or unrealistic expectations from the surveys. This means that the questions should be carefully phrased to prevent that. It was also mentioned that the total number of surveys would be limited and that they would be at the Board or School level. Otherwise the number of surveys would be too great risking that important ones receive limited response due to dilution.

### **Board Election Plan Update**

Teresa Cron reported that the Board would be using Survey Monkey for the elections this year. A letter was sent out by email to all the parents and teachers informing them of the change in voting procedures. The concern was expressed about parents who did not have access to the internet and their ability to vote. Mr. Sinclair indicated that they could come to the school and cast their votes on a School computer. The voting would open on May 8 and be cut off at 4 PM May 16.

Other election-related dates include the deadline for submitting an application to be a Board member is April 25 at 3:30 PM. Sample ballots will be available online and at the School on April 26. Meet the candidates night will be May 2 from 5:30 – 6:30 PM.

### **Board Appointed Position from GTC**

Teresa Cron announced that Board member Wanda Clark had identified a candidate who would be an important addition to the Board with ties to Greenville Technical College. Since Wanda Clark is leaving the Board at the end of this term, it was important to find a new Board member who could help maintain ties to the administration of GTC and that she would be a good fit with the Board. Wanda Clark indicated that she recommended that Rene Sawyer be appointed to the Board. Rene Sawyer is the head of the Academics Connection Department and works with PATH – the Planning and Transfer Headquarters (PATH) Center at GTC.

Wanda Clark moved that the Board elect Rene Sawyer to the Board as an elected member, effective on July 1, 2016. The motion was seconded by Kathy Cassidy. The eight members in attendance (Joan Asher, Frank Campigotto, Kathy Cassidy, Wanda Clark, Teresa Cron, Hal Helms, Thomas Sanders and John Trone) voted unanimously to approve the motion.

### **Principal's Report/School Overview**

Mike Sinclair provided the Principal's Report and commented on the following:

- Present the proposed calendar – a draft calendar was provided to the Board for review and discussion.
- Student Ambassadors will travel to their conference in Brooklyn this Wednesday.
- STEM courses have stalled at the local level. The next step would be to get GCS Board approval. So far their staff has not responded, but 2 Board members have indicated they would help.
- We will begin interviewing for the Athletic Director position soon. At this point, there is not a teacher position to go with the AD position.

- The SDE has released their preliminary 135 Day ADM for the state schools. They are confirming these numbers. We have been told that they hope to release the funds in early May. After receiving a definite amount of funds to be received, I will convene the Finance Committee if needed.
- We are trying to get Transition Funds inserted into the Senate's budget. It was not included in the House or Governor's budget. It is difficult to have new spending inserted into the budget once it reaches the committee level. This will be addressed again with Bob Knight and Mary Carmichael tomorrow.

#### **Executive Session**

Teresa Cron moved the Board into executive session at 6 PM so that the Board could be informed of a student issue. No action was expected nor taken. The Board returned from executive session at 6:10 PM.

#### **Adjourned**

The meeting was then adjourned. Everyone was reminded that the next regular Board meeting would be on May 16, the third Monday of the month rather than the normal second Monday so as not to conflict with Senior Project Night. There was also a reminder of the Board Strategy Session for Saturday, April 23 at 9 AM – 2 PM.

Submitted by FJ Campigotto, Secretary

