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## **Approved Minutes: Board of Directors Meeting**

1600B E. Main Street

Easley, SC 29640

5:30 PM

**Monday, December 6, 2021**

- Call to Order:
  - Roll Call/Establishment of Quorum (5:42 PM)
    - Members present in-person: Kathy Crouse, Nancy Linvill, Susan Dooley, Traci Carter, and Nathan Clark
    - Members present via Zoom: Boyce Dunn
    - Members present via telephone: None
    - Others present in-person: Heidi Bishop – Principal; Ashley Henderson – Reading Coach, Lakes and Bridges
    - Others present via Zoom: Maria Head from Prestige School Solutions
    - Others present via telephone: None
    - Board Chair announced that a quorum is present
  - Reading of Mission Statement: Kathy Crouse – Board Chair
  - Acknowledgement of Compliance with SC Freedom of Information Act (FOIA): Kathy Crouse – Board Chair
  
- Approval of Minutes from previous meeting:
  - Nancy Linvill moved to approve the minutes from the **November 1 and 14, 2021**, meetings. Susan Dooley seconded the motion. No discussion. Motion carried unanimously.
  
- Public Comments: (each comment limited to three (3) minutes): None
  
- Treasurer's Report: See attached report from Dennis Latham
  - Maria Head from Prestige School Solutions outlined the November 2021 financial report as of November 30, 2021
  - Year to date vs. annual budget was presented and explained
  - Balance sheet was also presented and explained
  - No questions for Maria Head
  - Maria Head signed off at 5:51 PM
  
- Principal's Report: See attached report from Heidi Bishop, Principal
  - Covid Update – See attached graph of quarantine/isolation as of October 29, 2021



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- Enrollment Numbers – 195 as of today; working to bring in more students to a target number of 200 (acceptance letters being sent to students on the waiting list, follow-up phone calls, etc.)
- Book fair raised approximately \$1,300.00
- Community Outreach Activities
  - DHEC hosted a Town Hall meeting for LABCS and two other charter schools regarding information about COVID (this was held on December 2, 2021)
- Curriculum Update (Ashley Henderson): See attached curriculum overview
  - Presentation by Ashley Henderson
- Chairperson's Report: See attached report from Kathy Crouse
  - Action needed: 2021-22 Board Goals Approval
    - To review overall administrative structure of the school including an audit of current job descriptions and applicable succession plans
    - To work with the principal and staff to develop methodology for review of testing data as stated in the LABCS Charter (p. 64-67)
    - To evaluate feasibility of purchasing the building and property
    - Nancy Linvill moved to approve the board goals as stated above. Traci Carter seconded. No discussion. Motion carried unanimously.
  - Status Update: Approval of Charter Modifications was obtained (Removal of Kindergarten and Enrollment numbers) on 11/19/2021
    - Thus, Kindergarten has been removed from our charter
  - Heidi Bishop and Kathy Crouse attended the SC Charter School Alliance meeting (two days)
  - Open Discussion: utilizing third party to review school's brand
- Committee Reports:
  - *Board Election/Nomination Committee* (Nathan Clark and Kathy Crouse, Co-Chairs)
    - Five open seats
    - Working with Kevin Mason as SC Charter School Alliance
    - Nominations open in early January; election at end of January
  - *Building and Grounds* (Dial Dubose – Chair)
    - Parking lot lights
    - Discussion with Carl Crane on potential purchase of building
      - Dial Dubose and Dennis Latham, met with building owner Carl Crane and the possibility of LAB purchasing the building is good
      - Carl understands that we need to have a purchase option in place at end of the lease in 2028
      - More on this later as we continue to have discussions with Carl

*Teach innovatively. Learn constantly. Engage compassionately.* Lakes and Bridges Charter School (LABCS) empowers students to achieve the academic, technical, and social skills necessary to accomplish further educational and career goals through a supportive and motivational environment that emphasizes specialized, systematic, multi-sensory, and individualized instruction.



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- Upgrade needed for security system (Approximately \$5000.00 over a three-month period)
- *Education Committee* (Nancy Linvill, Chair): See attached report
  - Brief explanation by Nancy regarding a resource center in another state
  - This is something LAB could model a tutoring/resource center after
  - Also, this other location works with the state department of education which allows their school's test scores to be compared with other students who have dyslexia rather than non-dyslexic students
- *Finance Committee* (Dennis Latham, Chair)
  - No report
- *Fundraising Committee* (Brandi Hallmark, Chair): No report
  - Potential Donor Appreciation Day (February 2022)
  - Founders' Day (April 6, 2022)
  - GALA (May 6, 2022)
- *Personnel Committee*
  - Principal goals
    - Self-care for Principal
    - To review overall administrative structure of the school including an audit of current job descriptions and applicable succession plans
    - To work with the principal and staff to develop methodology for review of testing data as stated in the LABCS Charter (p. 64-67)
- *Strategic Planning Committee* (Debbie Vaughn, Chair)
  - No report
- Other Business: None
- Announcements:
  - Next board meeting will be on **January 10, 2022, at 5:30 PM** and will be remote via Zoom due to Covid 19 case numbers
- Adjourn: at 7:03 P.M. Susan Dooley moved to adjourn. Traci Carter seconded the motion. No discussion. Motion carried unanimously.

Nathan Clark, Secretary