



South Carolina Connections Academy (SCCA)  
BOARD MEETING

Pursuant to the South Carolina Freedom of Information Act, notice is hereby given to the members of the SCCA Board and the general public that the SCCA Board will hold a meeting open to the public on:

**Date and Time:**

Wednesday, August 18, 2010 at 3:00 p.m.

**Held at the following locations:**

220 Stoneridge Drive, Suite 403  
Columbia, SC 29210

Below is an agenda of all items scheduled to be considered. Unless otherwise stated, items may be taken out of the order presented on the agenda at the discretion of the Chair.

Reasonable efforts will be made to assist and accommodate persons with a disability. Please contact Allison Reaves at 803-212-4712, Ext. 301. Requests should be made as early as possible to arrange the accommodation; no later than twenty four (24) hours prior to the meeting.

**BOARD AGENDA**

- I. Call to Order – J. Flora
- II. Roll Call – J. Flora
- III. Public Comment

The Board welcomes participation by the members of the public both in-person and telephonically. To address an item on the agenda, before the scheduled start of the meeting, an individual must write their name and a short description of the agenda item on which they wish to comment on the card provided and submit this to the Chair, along with any materials they want to have distributed to Board. Individuals who wish to address the Board telephonically must contact the school principal by phone or by email at least twenty four (24) hours before the scheduled start of the Board meeting. If the individual wants to provide any written materials to the Board, these should be emailed to the School Principal at least twenty four (24) hours before the scheduled start of the meeting.

The total time for any individual to present, either in person or via telephone, on an item on the agenda shall not exceed three (3) minutes, unless the Board grants additional time.

Individuals desiring to make a formal presentation to the Board on an item not on the agenda but desiring it be placed on the agenda must provide notice and written submissions detailing the subject of the presentation to the School Principal at least fourteen (14) days prior to the meeting, Any such presentations shall not exceed fifteen (15) minutes in duration, unless otherwise permitted by the Chair.

To view the Board Public Comment Policy, visit the school's "About Us" page at [www.connectionsacademy.com](http://www.connectionsacademy.com)

- IV. Routine Business
  - a. Approval of Agenda – J. Flora

- V. Oral Reports
  - a. Principal's Report (MSR and Principal's Report attached) – A. Reaves
    - i. Update on Back to School Activities, Staff and Training
    - ii. Update on Enrollment
  - b. State Testing Report (attached) – A. Reaves
  - c. Financial Report (attached) – J. Marhefka
    - i. 501(c)3 Update
    - ii. Audit Update
  
- VI. Consent Agenda
  - a. Approval of Minutes from the June 16, 2010 Meeting (attached)
  - b. Approval of Minutes from the July 14, 2010 Special Meeting (attached)
  - c. Approval of Staffing Report (attached)
  - d. Approval of 2010-2011 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends (attached)
  - e. Approval of Amendment to General Handbook – NIMAS Compliance (attached)
  - f. Approval of Amendment to State Specific Handbook – Plagiarism Policy (attached)
  - g. Ratification of the School's 2009-2010 School Year Annual Report (attached)
  - h. Approval of Corrected 2010-2011 Connections Academy Fee Schedule (attached)
  
- VII. Action Items
  - a. Approval of Special Incentive Compensation Proposal (attached) – J. Marhefka
  - b. Approval of CA Invoice for June (attached) – G. Prince
  - c. Approval of Board Treasurer Advancing Funds for Payment of CA Invoice – J. Marhefka
  
- VIII. Information Items
  - a. Legislative Update – K. Michel/M. Revenaugh
  - b. D&O Insurance Policy (attached) – M. Wrisley
  - c. Conflict of Interest Statements – M. Wrisley
  - d. Professional Services Agreement with Connections Academy Amendment – M. Wrisley
  - e. 2010-2011 School Year Board Election Update – M. Wrisley
  
- IX. Confirmation of Next Meeting and Adjournment – September 15, 2010 at 3:00 p.m.

## CONSENT ITEMS

The Chair will ask members what items, if any, they want removed from the consent agenda for discussion. If any member asks that an item be moved, it will be moved to the Action Items. After any items have been removed, the Chair will read out the remaining consent items and ask for their adoption in one motion if there is no objection.

**a. Approval of Minutes from the June 16, 2010 Board Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Megann Wrisley

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the meeting of the Board of Directors are being presented for approval.

**b. Approval of Minutes from the July 14, 2010 Special Board Meeting**

**PRESENTER IF MOVED TO ACTION ITEMS:** Megann Wrisley

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The minutes from the meeting of the Board of Directors are being presented for approval.

**c. Approval of the Staffing Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Allison Reaves

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The staffing report as provided with the Board materials outlines the candidates that are recommended for hire. The staffing report includes each candidate's name, area for hire, compensation rate, bonus potential and start date. The Staffing Report also provides information on departing employees, the reasons for their departure, as well as any promotions, for Board review and approval.

**d. Approval 2010-2011 Base Salaries and Incentive Percentage, Career Ladder Positions and Home-Worker Stipends**

**PRESENTER IF MOVED TO ACTION ITEMS:** Allison Reaves

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** The report included with the Board materials contains the employee's name, position with the school, base salary, and bonus potential. The report identifies Career Ladder positions and home-worker stipends. Board review and approval of the report and information contained therein is requested.

**e. Approval of Amendment to General Handbook – NIMAS Compliance**

**PRESENTER IF MOVED TO ACTION ITEMS:** Allison Reaves

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is a revision to the General Handbook which adds section 6.1 of the 2010-2011 General School Handbook regarding digitized textbooks. Board approval of the addition is requested.

**f. Approval of Amendment to State Specific Handbook – Plagiarism Policy**

**PRESENTER IF MOVED TO ACTION ITEMS:** Allison Reaves

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board package for Board consideration is a revision to the State Specific Handbook's current Plagiarism Policy. Board approval of the changes is requested.

**g. Ratification of the School's 2009-2010 School Year Annual Report**

**PRESENTER IF MOVED TO ACTION ITEMS:** Allison Reaves

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Included in the Board materials is the school's 2009-2010 School Year Annual Report, as submitted by school leadership to the South Carolina Public Charter School District (SCPCSD) in July. Board ratification of the report is requested.

**h. Approval of Corrected 2010-2011 Connections Academy Fee Schedule**

**PRESENTER IF MOVED TO ACTION ITEMS: Janet Marhefka**

**RECOMMENDED ACTION: Consideration for Approval**

**BACKGROUND:** Included in your Board materials is a revised fee schedule. Following the Board's June approval of the fee schedule, Ms. Marhefka identified a typo on the fee schedule where the basis for certain fees was described as "per average funded enrollment." This section of the fee schedule should read "per average enrollment." The budget was developed using average enrollment, similar to years past, but we inadvertently copied a description from another school's fee schedule. Board approval of this corrected fee schedule is requested.

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_

**Ayes:** \_\_\_\_\_ **Nays:** \_\_\_\_\_

## ACTION ITEMS

**a. Approval of Special Incentive Compensation Proposal**

**PRESENTER:** Janet Marhefka

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Marhefka will review the attached memo that discusses a proposal from Connections Academy to provide a one-time incentive to employees of the school who meet certain criteria as defined in the memo. Authorization for Connections Academy to take the actions detailed in the memo is requested.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**b. Approval of CA Invoice for June**

**PRESENTER:** Gary Prince

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Mr. Prince will review the invoice as it relates to the financial report reviewed earlier in the meeting. He will request approval of the invoice, and authorization to make payment via wire based upon availability of funds.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

**c. Approval of Board Treasurer Advancing Funds for Payment of CA Invoice**

**PRESENTER:** Janet Marhefka

**RECOMMENDED ACTION:** Consideration for Approval

**BACKGROUND:** Ms. Marhefka will discuss the Board authorizing the Board Treasurer to advance funds for payment of the routine CA invoice when there is not a Board meeting for a month. The Board is requested to authorize the Board Treasurer to review the invoice in the interim and to advance payment to CA. Approval of such action does not imply approval of the invoice by the Board in its entirety, however, confirms the Board Treasurer's review of the substantiating detail and recommendation for ratification at the next regularly scheduled Board meeting. If approved, the Board would review and ratify the invoice at the next regularly scheduled Board meeting, at which time, if there are any questions or discrepancies, proper discussion and adjustments may be made.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_