



APPROVED 5/17/2017

South Carolina Connections Academy (SCCA)  
MINUTES OF THE BOARD OF DIRECTORS MEETING  
Wednesday, April 19, 2017 at 3:00 p.m.

Held at the following location and via teleconference:  
220 Stoneridge Drive, Suite 403  
Columbia, SC 29210

---

**I. Call to Order**

Mr. Prince called the meeting to order at 3:05 p.m. when all participants were present and able to hear each other. The agenda had been posted in accordance with legal requirements and the school was open to the public to attend the meeting.

**II. Roll Call**

Board Members Present: Gary Prince and Frank Thomas (in person); Mike Campbell and Beth Purcell (via phone);

Board Members Joined During Meeting: Adam Hall (in person);

Board Members Absent: Rebecca Battle-Bryant and Meka Childs;

Guests Present: Amanda Ebbel, School Leader and Ken Nixon, School staff (in person); Rachel Graver, Tanya Lee, Jay W. Ragley, TraKisha McNeil and Laura Coleman, Connections staff (all via phone).

**III. Public Comment**

There were no comments at this time.

**IV. Routine Business**

a. Approval of Agenda

Mr. Prince asked the Board to review the Agenda distributed prior to the meeting and properly noticed and posted per the legal requirements. The Board requested to Table Consent Item (c) Approval of LiveTutor Invoice(s) as no invoice was available for consideration. The Board further requested to move Consent Item (e) Approval of Staff Compensation Plan for the 2017-2018 School Year to Action Items for discussion. There being no further changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 19, 2017 South Carolina Connections Academy Board of Directors Meeting, as amended, is hereby approved.

The motion passed unanimously.

## V. Oral Reports

### a. School Leader's Report

Ms. Ebel reviewed the Executive Director's and Monthly School Reports (MSR) with the Board, highlighting the most-up-to-date enrollment numbers and school activities.

[Mr. Hall joined the meeting at 3:08 p.m.]

### i. Telecommunications Services Update

This item was discussed later in the meeting.

### ii. School Calendar and Staff Communications Update

Ms. Ebel provided the Board with an update on this item. She reviewed the proposed school calendar for the 2017-2018 School Year, including the changes being made that will affect the allocation of personal days for school staff. Ms. Ebel further discussed that all proposed school calendar changes that affect staff member work schedules are outlined in the proposed revisions to the Employee Handbook.

### b. Financial Report

Ms. Lee reviewed the financial materials included in the Board materials in detail, highlighting the budget and forecasting areas of the financial statements and changes since the previous meeting's report. She reviewed the balance sheet, including the school's expense statements and revenue.

### i. Audit Schedule Update

Ms. Lee provided the Board with an update on the audit schedule.

## VI. Consent Agenda

Mr. Prince asked the Board members whether there were any items from the Consent Items that they wished to have moved to Action Items for discussion, or tabled. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Consent Items:

- a. Approval of Minutes from the February 15, 2017 Board Meeting;
- b. Approval of Staffing Report;
- d. Approval of School Calendar for the 2017-2018 School Year;
- f. Approval of Employee Handbook Revision(s); and
- g. Ratification of Board Conference Attendance for the 2016-2017 School Year; are hereby approved.

The motion passed unanimously.

## VII. Action Items

### Approval of Staff Compensation Plan for the 2017-2018 School Year

Ms. Graver reviewed the progress made to date to the Staff Compensation Plan for the 2017-2018 School Year, which includes the starting base salary, payroll schedule, career ladder positions and benefits. Ms. Graver reviewed the need for a Board Designee to be appointed to finalize the Staff Compensation Plan, to

partner with school leadership on the best options for the school staff. The Board members briefly discussed the best candidate to act in this capacity, and Mr. Prince volunteered to serve as the Board Designee. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Board Chair as Board Designee to work with the School Leader and Connection to finalize the Staff Compensation Plan for the 2017-2018 School Year, as discussed, is hereby approved.

The motion passed unanimously.

a. Approval of Connections Academy of South Carolina, LLC Invoices for February and March

Mr. Thomas reviewed the invoices for the months of February and March, as included in the Board package, and derived from the financial report provided earlier in the meeting. He asked the Board members whether they had any questions on the invoices. There being none, he recommended the approval of the invoices to the Board based on his review. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the Connections Academy of South Carolina, LLC invoices for February, in the amount of \$2,219,969.59, and March, in the amount of \$1,782,670.64, as presented, are hereby approved for payment pending the availability of funds.

The motion passed unanimously.

**VIII. Information Items**

a. State Relations Update

Mr. Ragley reviewed Ms. Duquette's written update on legislative activities that may impact the school.

b. Partner School Leadership Team (PSLT) Update

Ms. Graver presented to the Board on behalf of Connections' School Leadership Team.

i. School Operations Metrics

Ms. Graver presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other Connections' partnering schools of similar size and years in operation.

Telecommunications Services Update

Ms. Graver reviewed the proposal for hosted Voice over Internet Protocol (VOIP) Services as included in the Board meeting materials. She further reviewed the benefits and budget effects of the communications upgrade, including eliminated costs and fees and increased mobility for staff. The Board discussed their support of the technology transition, assuming the School's Internet Service Provider (ISP) could ensure call clarity.

c. Curriculum for the 2017-2018 School Year

Ms. Graver reviewed the 2017-2018 Curriculum and Instructional Programming Memo as included in the Board materials, as well as the recent Curriculum Town Hall presentation hosted by Connections. Ms. Graver further advised the Board on upcoming enhancements to the curriculum based on performance indicators.

d. Outreach for the 2017-2018 School Year

Ms. Ebel introduced Mr. Nixon to present this item to the Board. He reviewed the school's proposed Outreach Plan for the upcoming school year, as included in the Board materials. Mr. Nixon highlighted current and projected enrollment numbers, as well as planned activities for student recruitment. Board members had discussion on the outreach plans and specific activities.

[Ms. McNeil left the meeting at 3:50 p.m.]

e. Board Planning for the 2017-2018 School Year

Ms. Coleman discussed the planning for the 2017-2018 school year that Connections Academy has been working on with the school.

i. Board Composition and Election Process

Ms. Coleman discussed with the Board the current composition, including board member officer positions that would be up at this year's annual meeting, and encouraged Board members to discuss their intentions regarding officer positions with the Board Chair. Ms. Coleman further reminded Board members of the upcoming Board Member Election process.

ii. Proposed Board Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Coleman advised that the consideration of the Board meeting schedule for the 2017-2018 school year will be included on the June Annual Meeting agenda.

**IX. Adjournment and Confirmation of Next Meeting – Wednesday, May 17, 2017 at 3:00 p.m. ET**

Mr. Prince noted that the Board was at the end of its agenda and that the next meeting is scheduled for May 17, 2017 at 3:00 p.m. ET. A motion was made and seconded to adjourn the meeting at 3:55 p.m. The motion passed unanimously.