



**APPROVED 6/15/2022**

**South Carolina Connections Academy (SCCA)  
BOARD MEETING**

**Date and Time:**

Wednesday, May 18, 2022 at 3:00 p.m.

**Held at the following location:**

201 Executive Center Drive, Suite 250  
Columbia, SC 29210

**1(800) 503-2899; Code 529-1039#**

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**I. Call to Order**

Mr. Hall called the meeting to order at 3:05 p.m. when all participants were present and able to hear each other. The meeting was open to the public.

**II. Roll Call**

Board Members Present: Adam Hall (in person at the school location); Rebecca Battle-Bryant, Selena Blackston and Ashley Quinn (all via phone);

Board Members Absent: Gary Prince, Meka Childs and Ashley Newton;

Guests Present: Josh Kitchens, Executive Director (in person at the school location); Christina Clausen, Brittiany Sanford and Sonali Rogers, Pearson Virtual Schools staff (all via phone).

**III. Public Comment**

There were no comments at this time.

**IV. Audit Committee, Committee of the Entire Board**

- a. Approval of Audit Firm Engagement for the 2021-2022 School Year Financial Audit (attached)

Ms. Rogers reviewed the audit firm's proposed engagement letter with the Board. She noted that the proposed audit firm is the firm the school had engaged for the previous school year's audit. Board members discussed the audit firm's scope of work and estimated charges, as outlined in the

engagement letter. There being no further discussion, the following motion was made by Ms. Quinn and seconded by Ms. Blackston as follows:

RESOLVED, that the engagement of the Audit Firm for the 2021-2022 school year financial audit, as presented, is hereby approved.

The motion passed unanimously.

## **V. Routine Business**

### **a. Approval of Agenda**

Mr. Hall asked the Board to review the Agenda distributed prior to the meeting and properly noticed and posted per the legal requirements. The school asked the Board to add Action Item (b) Approval of LBA Courses for the 2022-2023 School Year to the agenda, there being no further changes noted, a motion was made by Ms. Quinn and seconded by Ms. Blackston as follows:

RESOLVED, that the Agenda for the May 18, 2022 South Carolina Connections Academy Board of Directors Meeting, as amended, is hereby approved.

The motion passed unanimously.

## **VI. Oral Reports**

### **a. School Leader's Report**

Mr. Kitchens provided the Board with an update on various End of Year school activities, including state testing, intent to return and graduation.

#### **i. Update on End of Year Activities**

Mr. Kitchens reviewed with the Board upcoming school activities, including the High School graduation. He advised of the successes of the Graduation Committee and the graduating students. He further discussed the staff's End of Year activities including outreach to families regarding their plans for next school year as well as analysis of the End of Year learning data for use in next year's instructional practices.

Additionally, Mr. Kitchens provided an update regarding State Testing. He advised testing has been going smoothly and attendance has been strong.

### **b. Update on Executive Director and Recruitment Plan**

Mr. Kitchens provided update regarding his resignation as Executive Director. Ms. Clausen reviewed the process that the school, staff and PVS will go through to recruit the school's next

Executive Director. Ms. Clausen reviewed the proposed timeline and recruitment plan with the Board.

c. Financial Report

Ms. Rogers reviewed the financial materials included in the Board meeting materials in detail, highlighting the budget and forecasting areas of the financial statements. She reviewed the changes in the financials and forecasted expenses since last meeting's statements, including the balance sheet and school's revenue and expense statements.

**VII. Consent Items**

Mr. Hall 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 further discussion, a motion was made by Ms. Blackston and seconded by Ms. Battle-Bryant as follows:

RESOLVED, that the Consent Items:

- a. Approval of Minutes from the March 16, 2022 Board Meeting;
- b. Approval of Staffing Report;
- c. Approval of Pearson Invoice(s) for March and April;
- d. Approval of Revision(s) to the Employee Handbook;
- e. Approval of Revision(s) to the 2022-2023 School Handbook Supplement; and
- f. Approval of Board President as Board Designee to Approve Summer Staffing Decisions for the 2022-2023 School Year; are hereby approved.

The motion passed unanimously.

**VIII. Action Items**

a. Approval of Budget and Fee Schedule for the 2022-2023 School Year

Ms. Rogers reviewed with the Board the proposed 2022-2023 school year budget outline and budget notes document, as included in the Board meeting materials. She also reminded them of the budget development process to date that included the School Leader, Board Treasurer and Pearson Virtual Schools staff. There being no changes noted, a motion was made by Ms. Blackston and seconded by Ms. Battle-Bryant as follows:

RESOLVED, that the budget and fee schedule for the 2022-2023 school year, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of LBA Courses for the 2022-2023 School Year

Mr. Kitchens reviewed with the Board the list of courses to be offered in the 2022-2023 school requiring Board approval. There being no changes noted, a motion was made by Ms. Quinn and seconded by Ms. Battle-Bryant as follows:

RESOLVED, the list of LBA Courses for the 2022-2023 school year, as presented, is hereby approved.

The motion passed unanimously.

**IX. Information Items**

a. School Success Partner (SSP) Update

Ms. Clausen presented to the Board on behalf of the School Success Partner (SSP) team.

i. Proposed Meeting Schedule

Ms. Clausen presented this item to the Board. The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Clausen advised that the consideration of the Board meeting schedule for the 2022-2023 school year will be included on the June Annual Meeting agenda.

ii. Board Composition and Upcoming Re-Appointments

Ms. Clausen presented this item to the Board. She discussed with the Board the current composition, as well as the annual election of Board Officer positions, slated to take place at the Annual Meeting in June.

b. Academic Success Partner (ASP) Update

Ms. Sanford presented to the Board on behalf of the Academic Success Partner (ASP) team.

i. Key School Metrics (attached)

Ms. Sanford reviewed the quarterly school operations metrics included in the Board meeting materials, highlighting the school's performance as compared with other Pearson partnering schools of similar size and years in operation.

ii. School Leader Performance Review Planning

Ms. Sanford outlined the annual school leader review process with the Board. She reminded Board members that the process includes feedback from the Board through a survey. Ms. Sanford final review will take place during the Board's Annual Meeting in June. She also reiterated the importance of Board member participation in the review process.

**X. Adjournment and Confirmation of the Annual Meeting – Wednesday, June 15, 2022 at 3:00 pm ET**

Mr. Prince noted that the Board was at the end of its agenda and that the next meeting is scheduled for June 15, 2022 at 3:00 p.m. ET. A motion was made by Ms. Quinn and seconded by Ms. Blackston to adjourn the meeting at 3:36 p.m. The motion passed unanimously.