



# GREER MIDDLE COLLEGE CHARTER HIGH SCHOOL

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## HOME OF THE BLAZERS

### Board of Directors Minutes June 26, 2017

Board Members Present: Patty Baucom, Jeff Bullock, Eddie Burch, Keith King, Tony Kouskolekas, John Mansure, Ryan Summey, John Short, Donna Smith, Pauline Sternick  
Absent: Brian Dentler

#### AGENDA

1. Call to Order – welcome by board chairman, Eddie Burch  
Administration of the oath of office for newly elected board members, Patty Baucom, Mark Mathis, and Vernon Rutland, were sworn in by Judge Mark Edmonds at 5:35 PM.
2. Approval of Agenda  
Motion to approve agenda: Donna Smith  
2<sup>nd</sup>: John Mansure  
Vote: Unanimous
3. Approval of May 22, 2017 Minutes  
Motion to approve May 22, 2017 minutes: Donna Smith  
2<sup>nd</sup>: Patty Baucom  
Vote: Unanimous
4. Public Comments - none
5. Administrative and Committee Reports
  - a. Principal Report and Blazer Minute (Jimmy Armstrong)
    - Cleaning Contract  
Motion from committee to renew expanded contract with JES:  
2<sup>nd</sup>: Keith King  
Vote: Unanimous
    - Phone System – 4 bids received. Recommendation to board is Upstate Computer Systems. They carry a one year warranty on phones and includes one year service.  
Motion from committee to approve contract with Upstate Computer Systems.  
2<sup>nd</sup>: Jeff Bullock  
Vote: Unanimous
    - Camera and Security System  
Motion from the Finance Committee to approve contract with  
2<sup>nd</sup>: John Mansure  
Vote: Unanimous

Motion from committee to approve contract with Palmetto Grant Consulting.  
2<sup>nd</sup>: Ryan Summey  
Vote: Unanimous

Motion to accept contract with Upstate Affiliate Organization with Greenville Hospital System for an onsite athletic trainer from 1:00-3:00 PM. pending the revisions from our attorney:

The trainer will be shared with a GCS middle school and will onsite at GMCCHS includes equipment and an additional AED machine. We need to provide supplies amounting to \$500-1000 which is under the deadline for required bids.

b. Development Report (see below)

Enrollment update:

9 <sup>th</sup>	116 Waitlist 110
10 <sup>th</sup>	114 Waitlist 110
11 <sup>th</sup>	109
12 <sup>th</sup>	105

c. Chairman Report (see below)

- FY18 School Calendar update – Spring date moved by GTC to April 2-6.
- FY18 Board Meeting Schedule/Annual Strategic Calendar Second Reading
- Board Group Picture will be taken at July meeting in front of the new building

d. Facilities Report

Waiting on last portable to be moved which will hopefully be moved June 27. This will delay final site grading until it is gone. Servers have been placed in building for protected storage. Electricity to portables will be cut June 27– July 11.

e. Financial Report (see below)

- Motion to accept monthly financial reports:  
2<sup>nd</sup>:  
Vote: Unanimous
- Motion from committee to approve FY18 Annual Operating Budget.  
2<sup>nd</sup>: John Mansure  
Vote: Unanimous

f. Academic Excellence Report – we reached out the SCPCSA for guidance and training

g. Policy/Governance Report

- Motion to accept the Employee and Student Handbooks for FY18: Patty Baucom  
2<sup>nd</sup>: Donna Smith  
Vote: Unanimous
- One of the newly board members elected has resigned. A special election will be announced June 27.

6. Upcoming Events:

July 10 New Building Inspection and move in.

August 6 Ribbon Cutting Ceremony

November 14-16, 2017 Public Charter School Alliance of South Carolina Annual Meeting  
North Charleston Convention Center, Embassy Suites

7. Motion to enter Executive Session to discuss contractual matters at 6:15 PM: Donna Smith  
2<sup>nd</sup>: Patty Baucom  
Vote: unanimous
8. Adjournment  
Motion to adjourn at 6:35 PM: John Mansure

**Next Board Meeting:** July 24, 2017

### **Principal Report**

- Exams ended on May 25.
- Class of '17 graduation took place on May 26 at Taylors First Baptist.
- We moved our furniture, furnishings, and textbooks into 4 trailers and 6 portables. Those portables are the last to be moved.
- End of year conferences were completed with all teachers by June 5.
- Admin. met with new math teachers to determine room assignments, scheduling, and expectations.
- The science rooms order is complete. We are \$2,500 under budget.
- The FY18 budget has been revised to reflect items carried over from FY17.
- McKay Kiddy aided GMC admin. to determine what monies could not be carried over to FY18. Those monies have been expended.
- We have submitted bids/proposals for cleaning, phone system, camera system, athletic trainer, and grant writer.
- Admin. met with fire marshal on June 22 to determine exit routes for our building.
- Two of our teachers attended the PBL World national conference in Napa Valley, CA June 20-22.
- GCSD: revised letter to include release of budget stipulation submitted, copies made of all student records, special ed. records submitted, and CATE inventory submitted.
- SCPCSD: contract has been signed, admin. and special ed. have met with their representative, student database system information submitted, bank deposit information submitted.

### **May 2017 Development Report**

- We are targeting to start school with between 445 and 450 students.

#### 2017/18 Waitlist

- 10<sup>th</sup>-7
  - 11<sup>th</sup>-7
  - 12<sup>th</sup>-37
- The Raise the Blaze Campaign had 100% staff and steering committee and board participation.
  - The Steering Committee has \$364,750 committed in pledges/donations.
  - Walmart Grants Received:
    - Taylors Store: \$1,000 towards Senior Project Presentation Night

- Greer Store: \$2,500 to provide TV's for the new building.
- Greer Grocery store: \$2,500 to provide TV's for the new building.
- Taylors Grocery Store: \$2,500 to provide funds for our clubs and organizations.
- Outstanding Grants:
  - Greer State Bank
  - BB&T
- A Ribbon cutting ceremony will take place on Sunday, August 6<sup>th</sup> at 3pm.

## **Financial Report**

### May Highlights:

- Cash Balance \$3.5 M including Construction Account of \$1.3M.
- Monthly Income exceed expense by \$97,393.

### May Revenue:

- An IDEA Supplemental Allocation of \$5,860 was received on 5/3/17.

## **FY18 Budget Revision Narrative**

### **Line 2 1520 Interest Earned**

We have certificates of deposit with 4 institutions. Those CDs are earning between .1 and .35 per cent. We need to look at "laddering" our current or future CDs moving forward from 1 to 9 months. The other revenue in this line item comes from fees or field trip type activity fees.

### **Line 4 1921 Capital Campaign**

As of March 31, we have generated \$57, 666 through our major gifts campaign. Our campaign has a goal of \$400,000 in pledges over the next 3 years. Our budget is set at \$60,000. Do we raise our budget number to \$100,000-125,000 to reflect a 1 year pledge for FY 18?

### **Line 6 3000 Education Finance Act Base Funding**

The FY 18 budget reflects \$5950 per weighted student based on the projection used by the SCPCSD. We have 580 weighted students. This reflects an increase of \$422,467.

### **Lines 7-27 3001 Special Revenues**

McKay Kiddy suggested to show the special funding revenue as line items to show the difference in funding with the SCPCSD. Please note the differences in 3512, 3525, 3592, 4210, and 4351.. Those differences currently add up to a loss of \$41,735.

### **Line 29 Total Revenue**

Our total projected revenue for FY 18 is \$4,234,503. This is an increase of \$753,106 compared to FY 17.

### **Lines 33-44 Salary, Benefits, Taxes, and Retirement**

We will try to match Greenville County Schools (GCS) salary scale moving forward. GCS is proposing a 3% increase in salary for FY18. This is to offset the current rate increase in benefits, taxes, and retirement. The net salary increase for instructional personnel including benefits, taxes, and retirement is \$71,577. The net salary increase for support personnel is \$58,416. As reflected in the "notes" section, McKay Kiddy gave the percentage to use for benefits, taxes, and retirement. The percentages are the same for instructional and support personnel.

### **Line 47 114-300 Tuition to Others**

This line reflects students that take courses at the fine arts center, Bonds, or GMC sophomore students taking college courses at GTC. In the “notes” section, the 564 hours is based on the sophomore students that took courses in FY17. The \$40 per credit hour is based on the GTC model. This has added an expense of \$22,560.

#### **Line 53 233-300 Services Administration**

At some point in FY 18, we are proposing to review the feasibility of building a wellness/fitness/gym/café (gym) on our leased property. The expenses to add the gym include the following: financial advisor, civil and structural engineer, architect, and inspector. In addition to the gym cost, our academic report, Board legal fees, McKay Kiddy, and software licenses are included in this line item. We are proposing to add a grant writer for no longer than 5 months. The grant writer cost will be \$12,000 for those 5 months. Our portable move will not be completed for FY 17. There is a cost estimated at \$68,000 that will be realized in FY 18. In addition, GMC will need to clean up where the portables were. We are estimating this cost to be \$12,000.

#### **Line 54 254-310 Services Cleaning**

With moving to our new building comes the addition of cleaning due to an increase in space. We have carpeted hallways and not asphalt. We have bids from companies. Bids are just under \$50,000 with a day porter to be used for 4 hours per day. In addition, the two best bids have indicated a la carte items such as a summer or winter shampooing and/or waxing of the carpet/tile are an extra amount. We are estimating those to be a total of \$10,000. This is an increase of \$17,500 compared to FY17.

#### **Line 59 400 114 Assets High School**

We are proposing to purchase 1 switch. The switch will aid in hard wire communication from the server to our classrooms. The cost is \$2500. The other is to add 2 wireless access points (WAP) to the building. The cost is \$1800 per WAP.

#### **Line 60 400 114 Supplies High School**

Our copier has over 1.5 million copies on the meter and the Risograph has over 2 million copies. We have raised this line item by \$6,000 to offset the additional cost for a leased copier and up to 2 leased printers or smaller copiers.

#### **Line 72 500 254 Assets Facilities**

In an effort to keep our building clean, we are recommending two 20’ foot storage containers be purchased. The containers will be used for maintenance storage and athletic storage. The total cost is estimated to be \$3500.00

#### **Line 73 500 254 Capital Outlay**

Our phone system and camera system will not be completed in FY 17. We will move this to our FY 18 budget. Cost is estimated to be \$37,000 with bids submitted.

#### **Line 74 500 254 Services Facility Rental**

In order to provide a better reflection in our athletic budget, we are moving our athletic facility rentals to this line item. With the exception of July FY 18, our portable lease agreement should no longer exist in FY 18 with GCS. We will add \$2500 to cover 1 month of portable lease (7 portables) for July FY 18. This line will include the following: volleyball, basketball, baseball, soccer, Praise Cathedral. This line item will be reduced by \$62,500 compared to FY17.

#### **Line 80 600 114 Insurance**

Because of the possible gym construction in FY18, we will need to add builder’s risk insurance during the second half of FY18. This will add approximately \$7950 to this line.

#### **Line 95 2% SCPCSD**

As part of the cost to be part of the SCPCSD, a 2% fee is added to some of our revenue. Based on our projected revenue, this fee is \$82,717.

**Line 96 Expenditures**

Our projected total expenditures for FY18 are \$3,351,753. This is an increase of \$314,090 compared to FY17.

**Line 100 Debt Service**

Our debt service for FY18 is \$381,000 as set by our business model and BBT.

**Line 102 Bottom Line FY 18.**

With our revenue total of \$4,234,503 and expenditures (including debt service) of \$3,351,753, our bottom line is projected to be \$501,750.

**Wish List:**

**Student Classroom Furniture: \$ 152,000 \$400 per student (380 students) Science completed.**

**Teacher Furniture: \$44,000 \$2000 per teacher (22 teachers)**

**Science Storage- \$5,000**

**TVs \$800 (35) \$29,700**

**Office Furniture \$21,000 7 Rooms x \$3,000**