



# GREER MIDDLE COLLEGE CHARTER HIGH SCHOOL

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## HOME OF THE BLAZERS

### **Board of Directors Minutes March 27, 2023**

Members Present: Donna Smith, John Short, Jason Ross, Lori Larsen, Tony Kouskolekas, Jennifer Jones, Darin Scheidly, Elliot Figueroa

Administration Present: Jimmy Armstrong, Heather Timanus, Kelley Bailey, David Gantt

Members Absent: Pauline Nichol

1. The meeting was called to order by Donna Smith, Chairman, at 5:30 pm.
2. There were no public speakers who desired to address the board.
3. Reading of the GMC Mission Statement: Jennifer Jones.
4. The board reviewed the proposed agenda for the meeting. Elliot Figueroa made a motion to approve the agenda. Tony Kouskolekas seconded the motion. Motion passed unanimously.
5. The board reviewed the meeting minutes from the February 27, 2023, regular board meeting. Lori Larsen made a motion to approve the minutes. Jennifer Jones seconded the motion. Motion passed unanimously.
6. Administrative and Committee Reports:
  - a) Development Report – Heather Timanus and Kelley Bailey presented the report:
    - i. The 15 Year School Celebration will be held on April 15<sup>th</sup>. Ticket sales for tables and individual seats are still ongoing, but sales have been good.
    - ii. The Policy & Governance Committee is in the process of establishing the timeline for the board election process to be held in April.
    - iii. We have approved a sign for our weight room.
    - iv. One hundred twenty of the one hundred forty incoming freshmen attended our intake meeting. So far, we have only had three students that have accepted a seat in the incoming class. We have 112 students on the waitlist. Only 37 students have requested to be removed from our wait list. We are having a make-up intake meeting on April 20<sup>th</sup>.
    - v. Tony Waters is preparing a promo video for the school. He has been on campus and is creating multiple videos.
    - vi. WebSpeak Media is preparing a new website that will contain our new videos and photos.
    - vii. Thursday, May 18<sup>th</sup> is our senior project presentation night. We would appreciate anyone who can attend and judge senior project presentations. Both Elliott Figueroa and Donna Smith discussed how much they enjoyed judging presentations previously.
  - b) Administration Report – Jimmy Armstrong presented the report:
    - i. The school has distributed the survey links for the State Department of Education’s annual school climate survey. Teachers, students and parents should be completing those surveys in the near future.
    - ii. Mr. Dillard and Ms. McCraw have attended several administrative training sessions for homelessness, veteran affairs and other federal programs that allow us to serve our community better.
    - iii. The SAT and ACT exams have been administered to our junior class.
    - iv. Incoming Freshmen Intake Day was a huge success.
    - v. Senior Capstone Project meeting for rising seniors was held March 16<sup>th</sup>.

- c) Executive Committee Report- Donna Smith presented the report:
  - i. John Mansure has retired from Prisma Health, and he has resigned his position on the board.
  - ii. John Short nominated Elliot Figueroa to be the chairman Finance Committee. Tony Kouskolekas seconded the motion. The board closed nominations. Elliot Figueroa was elected chairman by acclamation.
  - iii. The committee met with Truist Securities to discuss funding the middle school building. They have also met with SouthState Bank. Both banks provided encouraging feedback regarding the middle school project.
  - iv. The environmental survey on the school site is being conducted this week, and the results should be provided shortly.
  - v. Donna Smith stated that the board needed additional members on the Facilities Committee. Jason Ross, Jennifer Jones and Darin Scheidly agreed to serve on the committee.
- d) Finance Committee- Elliot Figueroa presented the report:
  - i. Mr. Figueroa gave a synopsis of the school's end-of-month financial condition as of February 2023:
    - i. The school's cash-on-hand is \$ 3.4 million. Total assets are \$15.2 million, and total debt is \$10.7 million. Total school equity is \$4.5 million.
    - ii. We have current liabilities of \$491 thousand. The current monthly budget was \$26 thousand unfavorable in terms of revenue, but we also had a favorable balance for monthly liabilities. The school's net income was \$49 thousand favorable.
    - iii. We are below budget on the revenue side, but we are also below budget on the expenses side.
    - iv. We are in compliance with our bond requirements.
    - v. Our monthly revenues should be in accordance with our budget going forward since the state district has adjusted our per pupil funding.
    - vi. Our Truist Certificate of Deposit matures this month, and we will transfer the balance to our general funds.
  - ii. Elliott Figueroa moved to accept the report. The report was accepted unanimously.
- e) Facilities Committee- John Short gave the report:
  - i. The committee contacted two contractors, Roebuck Builders and Saussman, to provide bids regarding the initial projects for the middle school. Roebuck met the timeline for responding to the proposal, and Roebuck has agreed to perform a design-build process and provide some work pro bono. We have requested a guaranteed maximum price for the project.
  - ii. The committee is developing a construction timeline and a construction draw schedule.
  - iii. Roebuck has already bush-hogged a portion of the property and is performing twelve core borings to determine the development capacity of the property, including contamination, granite shelf, etc. The best guess is that it will take 4 to 6 weeks to receive the report to determine if the property is appropriate as a school site. Elliott Figueroa asked about the use of the property that isn't being used. Mr. Short stated that the layout regarding entryways, parking lots, etc would have to be flexible to determine the best layout of the property for the school, the athletic fields, the parking lots, and other developments for the property. The property is at the intersection of 290 and 253. The property has a significant amount of road frontage, and we will have to develop the property in accordance with the SC Department of Transportation's design for school traffic flow.
  - iv. A new subcontractor for the door installation will be on campus Thursday to update the proposal for door security installation. These new security features create a double lock at the front of the school building.
- f) Policy & Governance Committee- Darin Scheidly presented the report:

- i. Annual Board Elections are scheduled for April. The election announcement went out today. Jason Ross and Lori Larsen are both up for re-election.
- ii. The window for applying for the board election has opened. The board candidates' biographies will be posted on the website and in social media on the 18<sup>th</sup>. The Candidate Meet and Greet will be on the 24<sup>th</sup>. The election starts April 27<sup>th</sup> and ends on the 28<sup>th</sup>. The committee is encouraging parents to get involved and run for the board.
- iii. Donna Smith requested the board members refer potential board candidates to Heather to apply.

g) Academic Excellence Committee – No report was presented.

#### 7. New Business

- a) The first reading of the 2023-2024 budget will be next meeting.
8. Tony Kouskolekas made a motion to adjourn the meeting. Darin Scheidly seconded the motion. The motion passed unanimously. The meeting adjourned at 6:06 p.m.
9. Next board meeting is tentatively scheduled for **April 24, 2023, at 5:30 pm.**

## Addendums



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### Principal Report 3-27-2023

- Our Teacher of the Year finalists were announced on March 2. Those were Joel Frans, Justin Lowman, and Ella Kate Meyers. As voted on by peers, Mr. Joel Frans is our Teacher of the Year.
- Teacher, student, and parent SCDE Climate survey links were distributed via email prior to spring break.
- Our administrative team has completed training in veteran affairs, homelessness, and incident management during the month of March.
- Our tornado and intruder drills were completed the month of March.
- Spirit Week raised a little over \$22,000. Thank you to our Student Government and Ms. Bailey and Ms. Meyers.
- The SAT and ACT have been administered to junior students prior to spring break.
- 8<sup>th</sup> grade parent intake meeting was held on Saturday, March 11.
- Senior Capstone meeting for junior students and parents was held on March 13.
- Spring break for GMC and GTC was from March 20-24. Students returned March 27.



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**Enrollment:**

March 11th was the new Family Intake Meeting. We were missing around 25 families but were aware of most of them due to various reasons. We're continuing to complete enrollment for the 23-24 school year.

Current student enrollment packets are due this Friday, March 31st. We will begin filling any openings upon receiving all packets. The makeup Intake is scheduled for April 20th at 5:00pm. We hope to have incoming freshmen and rising 10th-11th graders attend as well!

A notice was sent out to all families on the waitlist to gauge their interest in remaining on the waitlist. Numbers have shifted due to 37 families requesting to be removed.

**Current Enrollment Numbers/Waitlist Numbers:**

Incoming 9th graders: 140/111

9th grade: 134/98

10th grade: 132/62

11th grade: 124/63

12th grade: 116/21

**15 Year Celebration:**

We can't wait to celebrate with you all on Saturday, April 15th! [Here](#) is the link to purchase tickets! We also have sponsorship opportunities still available.

**Promo Video:**

We're continuing to work on our Promo Video and will have a great video ready for the 15 Year Celebration.

**Website:**

WebSpeak has continued to update our new website. [Here](#) is a preview of the work they have done so far!

**Capstone Presentation Judges:**

We're in need of judges for Presentation Night on Thursday, May 18th! Please let Heather or I know if you or anyone you work with may be interested in judging!

**Development**

-The announcement for board elections from the board policy and governance committee was sent to GMC families today (3/27) and the nomination link will be included in Blazer News and online Friday (3/31).

-The room plaque for John I. Smith Charities Weightroom has been ordered and we will invite them to a future board meeting for it to be presented.

**PIP**

-Our Lunch Coordinator has been offered a new opportunity and her last day will be 3/31. We posted the position online and will conduct interviews this week and fill the position asap.

-PIP provided a hot chocolate treat for teachers and staff on 3/14.

-PIP provided coffee and donut treats for the new family intake on 3/11.



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**Board of Directors**

**February, 2023 Finance Report**

**February, 2023 Financial Highlights**

- **Balance Sheet**
  - As of February, Cash Balances were \$3,436,428.
  - Total Assets were \$15,213,626 for the month.
  - Total Current Liabilities were \$491,136.
  - Total Long-Term Liabilities remained the same at \$10,134,800.
  - Total Equity was \$4,587,690.
  
- **Statement of Revenue & Expenses**
  - **Revenue**
    - Total General Fund Income for February was \$443,555 against a budget of \$469,500 (\$25,945 Unfavorable). Other funds' revenue was \$275,344. We are \$75,197 Unfavorable to the General Fund budget YTD.
  - **Expense**
    - Total General Fund Expenses for February was \$393,828 against a budget of \$430,593 (\$36,773 Favorable). Unbudgeted expenses in Special Revenue Funds were \$269,414. We are \$78,486 Favorable to the General Fund budget YTD.
  - **Net Income**
    - February General Fund Net Income was \$49,735 versus a budget of \$38,907 which was \$10,828 Favorable. Total Net Income, including all funds, was \$55,665. We are \$3,289 Favorable to the General Fund budget YTD.
  
- **Notes:**
  - **Debt Covenant Requirements:**
    - Days of Cash on Hand = 198 Days. Bond Covenant requires 120 days.
    - Debt Service Coverage is projected to be 1.19, with a requirement of 1.20.
    - Unrestricted net assets are projected to be \$3.1 million, with a requirement of \$1.5 million.

- o **Income and Expense Variations:**
  - State funding is now being distributed on the current year 45-day weighted pupil units (WPU).
  - A CD with Truist is being moved to the school's checking account when it matures in late March, 2023. Currently, the CD is only earning 0.01% interest. After the semi-annual bond payment on 4/1/23, we will consider if there are additional funds in the checking account that should be moved in an interest-earning account.
  - Reimbursement for \$30K+ supplies was recorded in the general fund for a prior month expenditure, resulting in a negative expense this month.