



# GREER MIDDLE COLLEGE CHARTER HIGH SCHOOL

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## HOME OF THE BLAZERS

### Board of Directors Minutes October 30, 2023

Members Present: Donna Smith, John Short, Lori Larsen, Tony Kouskolekas, Jennifer Jones, Zach Salvato, Elliot Figueroa

Administration Present: James Dillard, Jimmy Armstrong, Anne Goff, David Gantt

Members Absent: Pauline Nichol, Pamela Adams, Darin Scheidly

1. The meeting was called to order by Donna Short, Chairman, at 5:31 pm.
2. There were no public speakers who desired to address the board.
3. Blazer Brag – James Dillard recognized October’s Blazer Bra recipients:
  - a. Freshman: Isaiah Larsen nominated by Ms. Schonhar, Ms. Rouse and Ms. Robinson; Summer Goodell nominated by Ms. Schonhar and Ms. Oyervides.
  - b. Sophomore: Tucker Glass nominated by Ms. Dentler; Laelyn Smith nominated by Mr. LaPoe.
  - c. Junior: Daniel Lersch nominated by Ms. Elliot; Callie Long nominated by Ms. Quinlan.
  - d. SeniorL Harry Lakadosch nominated by Ms. Quinlain; Sophia DiPasqua nominated by Ms. Dentler.
  - e. The Employee of the Month was Ms. Kelly Morris.
4. Reading of the GMC Mission Statement: Jennifer Jones.
5. The board reviewed the proposed agenda for the meeting. Jennifer Jones made a motion to approve the agenda. Zach Salvato seconded the motion. Motion passed unanimously.
6. The board reviewed the meeting minutes from the September 25, 2023, regular board meeting. Lori Larsen made a motion to approve the minutes. Tony Kouskolekas seconded the motion. Motion passed unanimously.
7. Special Guest Speaker – Annual External Audit presented by Mr. Ken Martin of Martin, Smith & Co.
  - a. Martin, Smith & Co. performed the 2023 external financial audit in accordance with Generally Accepted Accounting Principles (GAAP) for public entities.
  - b. After conducting an audit based upon these principles, the auditors issued an opinion regarding the audit evidence it collected and reviewed.
  - c. The audit evidence gathering process is a very broad and encompassing process. The accounting for the school is straightforward, but the types of revenue streams, assets and internal controls can be very complex.
  - d. One of the primary purposes of the audit is to test the internal controls regarding financial management and accounting. The school has a strong internal control system in place that is being followed by the school’s employees.
  - e. The auditors are issuing an “unmodified” opinion, which means that they found no issues with the audit evidence collected. The school would not receive an “unmodified” opinion unless the school was following its policies consistently. If the auditors must make numerous adjustments to a school’s financial records, that would be indicative of a lack of internal controls. The auditors did not have to make those types of adjustments. The auditor made some reclassifications, however none of the adjustments constituted an error in the accounting process.
  - f. Ms. Goff and her assistant were forthcoming with all information in a timely manner and were able to respond quickly to the auditors’ questions. Overall, the report is a strongly positive in both the controls and the audit process.

- g. The actual financial results were:
  - i. The school had a net revenue of \$150 thousand added to the general fund after \$50 thousand of capital expenditures were spent. Anytime you can add to the fund balance is a good financial year. The school is operating within its means.
  - ii. During any given year, you may have a deficit, however the school has shown a long pattern of positive annual revenues. With this increase, the general fund balance \$2.6 million dollars, which is 50% of annual expenses. The SDE only requires 8% as a comparison.
  - iii. The auditors believe that the school is in an excellent position financially currently.
- h. Elliot Figueroa asked about the federal Employee Retention Act and should we apply for the refund. Mr. Martin said that about a dozen of their charter school clients have applied for federal funding, and no one has been denied yet. The application window is closed until January. However, it appears that charter schools are eligible for these funds based upon prior submissions. The charter schools applied this spring, but none have received funding yet. The funds are reimbursement for payroll type expenses, so there are no limitations on the use of the refunds.

8. Administrative and Committee Reports:

a) Administration Report – Jimmy Armstrong presented the report:

- i. Student-led conferences occurred two weeks ago.
- ii. We just had our fall break.
- iii. The administration have attended numerous workshops and conferences.
- iv. We had our first cleanup day for the school this past Saturday, which is the first we have had in a long time. We will probably do another cleanup day in the spring. Our annual report rating was Excellent with a score of 84, which is very high. Brashier was higher and GTCHS was lower. All three were higher than everyone else except for Oceanside.
- v. Four students made regional chorus and four students made regional band.
- vi. We held a Trunk or Treat community event this past Saturday.
- vii. We are continuing faculty formal observations, which happen both semesters.
- viii. The girls swim finished 9th in the state, and the boys were state Runner-ups. The girls tennis team is in the semi-finals in Columbia tomorrow. The cross-country teams will be in the state meet next Friday.
- ix. Regarding Development, the Blazer Picnic raised \$5,500.00, and we submitted a couple of grant proposals.
- x. We have our Incoming Freshmen Information Night this Thursday night. We have done a lot of promotional advertising locally and on social media. We leased a billboard.
- xi. We are looking to switch to PowerSchool for onboarding incoming students and moving away from Scribbles.
- xii. Ms. Bailey and Ms. Timanus will be attend national public relations conference in Greenville in the near future.

b) Executive Committee Report- No report was presented.

c) Finance Committee- Elliot Figueroa presented the report:

- i. Mr. Kouskolekas gave a synopsis of the school's end-of-month financial condition as of September 2023:
  - i. The school has \$3.5 million cash on-hand.
  - ii. The school has \$14.5 million in assets, it has outstanding Accounts Payable of \$440 thousand , \$9.8 m in long-term loans, with \$4.8 million in net equity.
  - iii. The school had a slightly unfavorable variance with the budget, net income of \$10 thousand vs budgeted income of \$18 thousand.
  - iv. Cash-on-hand is 200 days, which is above the bank requirement of 120 days.

- v. The school began paying the lease for the new land, which the board will see as part of the LLC board meeting. The monthly amount is \$8,160 per month for land use.
      - vi. The external auditors' adjustments were included in this month's balance sheet and income statement.
    - ii. Elliot moved to accept the Financial Committee's report including the school's financial statements. The motion passed unanimously.
  - d) Facilities Committee- John Short presented the report:
    - i. The Facilities Committee has met twice since the last board meeting. The committee extended our Request for Qualifications' submission deadline to last Friday. One group has requested to submit the proposal this upcoming Thursday.
    - ii. The committee will meet again this Thursday to review all the submissions from the vendors seeking the design-build contract. The committee will narrow down the number of proposals and then decide how to proceed forward for the full board to select a vendor.
    - iii. The only real difference from the original RFQ that has changed is that the number of acres is the same, but the property layout of the acreage is slightly different than the school originally thought. One of the bidders noticed the issue, but our concept still works as proposed on the land surveyed.
    - iv. We had three companies come on sight to ask questions regarding the RFQ.
    - v. The committee will have a recommendation to the full board by the next meeting.
    - vi. Lori Larsen asked how many submissions the school has received. Mr. Short said we have received six proposals to date and expect to receive another by Thursday afternoon.
  - e) Policy & Governance Committee- Jennifer Jones presented the report.
    - i. The committee met to review three school policies.
    - ii. The School's Standardized Testing and Security policy says that the school is following the appropriate policy and procedure when it performs testing. The policy has specific actions regarding how it should act if a proctor or observer fails to follow the procedure.
    - iii. Lori Larsen made a motion to approve the following Testing and Security policy: Greer Middle College will comply with all state and district testing training and procedures and will report any test security violations to the district test coordinator as soon as possible after gathering all necessary information and documentation to be submitted to the district testing coordinator. No further discussion occurred. The motion passed unanimously.
  - f) Academic Excellence Committee – No report was presented.

## 9. New Business

### a) The Community School Letter of Intent:

- i. Mr. Armstrong informed the board that the new charter Letter of Intent was submitted today for the 2025-26 academic year. He stated that the South Carolina charter school district is perfectly fine with the timeline containing dates to be determined in the future.
- ii. The Letter of Intent really doesn't bind the school to open in the 2025-26 academic year, however the school needed to submit the LOI before November 1st to be eligible for Planning and Implementation funding in the next academic year.
- iii. Mr. Armstrong is attending a charter drafting conference to create the new charter for the community school based upon a classical curriculum. The current board is technically the planning committee for the new charter. Mr. Armstrong will work with the district to prepare the charter draft, which will be submitted to the Academic & Excellence committee to refine before submitting to the full board prior to the final approval and submission to the state district.

- iv. Lori asked why he chose Classical vs. Project-based. Mr. Armstrong stated that the three principles, writing, logic and rhetoric, correlate to our project-based learning model.
  - v. The current social media name for the school is the “Sandy Flat Community School” because of the location of the property, but it does not tie us to the name. The community interest meeting will be sometime in the spring once we determine how many grades that we will offer the first year of the school.
10. John Short moved to adjourn the meeting. Tony Kouskolekas seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:42 p.m.
11. Next board meeting is tentatively scheduled for **January 22, 2024, at 5:30 pm.**

## Addendums



# GREER MIDDLE COLLEGE CHARTER HIGH SCHOOL

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### Principal Report 10-30-2023

- On Oct. 2, admin. attended a luncheon sponsored by ETSU.
- On Oct. 4, our school counselors attended a meeting providing updates from colleges and universities in our area.
- On Oct. 6, GMC held its Blazer Picnic and silent auction.
- On Oct. 9, GMC held its National Honor Society and National Beta Club induction ceremonies.
- On Oct. 13, GMC had a teacher work day to finalize grades.
- On Oct. 19 and 20, GMC held student led conferences.
- On Oct. 23 and 24, GMC had Fall Break.
- On Oct. 25, attended the at-risk workshop facilitated by the SCPCSD.
- On Oct. 26, attended the Upstate Regional Roundtable facility by the SC Charter Alliance.
- On Oct. 24-26, Our school counselors and Ms. Kirkland attended the SC Data and Ed Tech conference in Myrtle Beach.
- On Oct. 28, GMC hosted its first clean-up day. We had a great turnout with black mulch spread in the back, items moved, and shrub trimmed.
- Per performance on test scores, graduation rate, and survey data, GMC scored an 84 and Excellent Rating.
- GMC has 4 students to participate in the Furman Honor Band Symposium and 4 students in the Region Chorus also at Furman.
- Also had Trunk or Treat for our stakeholders and people in the community.
- Our faculty observations are ongoing.
- Our girls' swim team finished 9<sup>th</sup> overall at the state meet. Our boys' swim team finished as state runner up for the 2<sup>nd</sup> year in a row.
- Girls' tennis is in the final four and will compete Tuesday (31<sup>st</sup>) afternoon.
- Cross Country is still active with the state meet in a couple of weeks.

### Development Report

- The PIP Blazer Picnic fundraiser raised \$5,500 for the new minibus.
- PIP covered the cost of the SLC meal for teachers.
- We submitted a grant to Spinx to request additional funding to help with the purchase of the new bus.

### Enrollment Report

#### Enrollment:

##### Enrollment Numbers:

9th- 142, 71 on waitlist  
10th- 140, 32 on waitlist  
11th- 137, 3 on waitlist  
12th- 106, 68 on waitlist

Info Night is scheduled for 11/2 at 6:30. Currently 222 have signed up to attend. Roughly 84 families. Nearly all tours are full.

Billboard on Wade Hampton has been running since 10/15 and will continue until 11/15. Social Media traction has increased substantially.

Our hope is to integrate PowerSchool with enrollment moving forward for 24-25 school year. Still waiting to see a demo and discuss pricing. PowerSchool has rescheduled several times.

Kelley and Heather will attend the NSPRA conference in Greenville on 11/1-11/3.

Sandy Flat Rock Quarry delivered two spirit rocks! One in front of the academic building and one in front of the activities center. Excited to use this as a fundraiser and community engagement.