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Approved Minutes: Board of Directors Meeting

December 7, 2020

- I. Call to Order: Nancy Linvill, Board Chair, called the meeting to order at 7:01 PM.
 - A. Members present (all via Zoom and/or telephone): Nancy Linvill, Deborah Vaughn, Susie Dooley, Kay Shaw, Traci Carter, Dial Dubose, Phil Owens, and Nathan Clark
 - B. Also present (via Zoom): Heidi Bishop – Principal; Maria Head, from Prestige School Solutions
 - C. Reading of Mission Statement: Nancy Linvill
 - D. Public comments: None
 - E. Board Chair acknowledged compliance with SC Freedom of Information Act (FOIA)

- II. Approval of minutes from previous meeting:
 - A. Phil Owens moved for approval of minutes from November 2, 2020 board meeting. Kay Shaw seconded motion. No discussion. Motion carried by unanimous vote.

- III. Treasurer's Report: See attached report by Kay Shaw
 - A. Phil Owens moved to approve the updated financial policies and procedures as presented to board members prior to the board meeting. Susie Dooley seconded the motion. No discussion. Motion passed unanimously.
 - B. Maria Head from Prestige School Solutions outlined the November 2020 financial report as of November 30, 2020
 - C. Year to date vs. annual budget was presented and explained
 - D. Balance sheet was also presented and explained
 - E. We were given full forgiveness of the PPP loan
 - F. Kay Shaw discussed funds available for Phase III plans.
 - G. Heidi Bishop stated that we need to add the cost of the playground equipment into the budget as we want to start the installation of that so that it is available to the students in the Spring of 2021. The budget is approximately \$35,000.00
 - H. No other questions for Maria Head
 - I. Maria signed off at 7:19 PM

- IV. Principal's Report: see attached report
 - A. Enrollment remains at 178 students
 - B. Heidi will be speaking at the Easley Civitan Club regarding LABCS
 - C. Additional PPE equipment will be obtained soon

- D. An amendment to the charter regarding eLearning during inclement weather days has been proposed. Phil Owens moved to approve the amendment. It was seconded by Kay Shaw. No discussion. Motion passed unanimously.
 - E. To date, we have had four student cases of Covid-19 and three teacher cases.
 - a. Quarantines have been handled appropriately
 - F. MAP testing is complete, and data is being used by the teachers. See attached data.
 - G. Heidi is working on drafting an Amendment to our charter regarding e-learning on inclement weather days.
 - H. No questions for Heidi
- V. Chairman's Report: See attached report by report by Nancy Linvill
- A. Election for new board members will be in March. An election committee will be formed.
 - B. We need to be working on strategic planning
 - a. See attached chart entitled "Elements to Consider for LABCS Strategic Plan
 - b. We will divide up the areas and form a committee for each
 - c. Board members need to review the various committees and see which committee(s) each would like to serve on. Please email your interests to Nancy Linvill
 - d. Nancy will write a description of each committee
 - C. Nancy announced that she will not be able to serve as Chairperson for next term nor will Kay be able to serve as Treasurer; Nancy will form a nominating committee soon to address these vacancies
 - D. Staff Christmas gifts were discussed. Kay moved to provide Christmas gifts for the staff. Nathan seconded. No discussion. Motion carried unanimously.
- VI. Committee Reports:
- A. Building and Grounds: Susie Dooley
 - a. Susie said we are waiting on the architects to finalize the plans
 - B. School Facility Finance: Phil Owens needs to confirm with Larry Dooley, but he believes the approximate amount for Phase III is \$300,000.00. He will submit a more detailed report in the soon.
 - C. Principal's Evaluation: Susie Dooley and Traci Carter
 - a. Committee members met today and have a good plan in place.
 - D. Fundraising: see attached report by Debbie Vaughn
 - a. On Giving Tuesday we raised \$5,200.00
 - b. Since then, we have received an additional \$66,840.25 in donations
 - c. We will be implementing an LABCS Ambassador Program. More on that in the future
 - d. Phil Owens moved to establish the Ambassador Program. Kay Shaw seconded. No discussion. Motion passed unanimously.
 - e. The date for the GALA April 23, 2021



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- f. We are exploring options for the “Tee Up for Dyslexia” Golf Tournament for spring of 2021
- g. No questions for Debbie Vaughn

VII. Other Business:

- A. Heidi Bishop proposed an amendment to the LABCS school charter to allow for eLearning on inclement weather days.
 - a. Nancy Linvill gave permission for Heidi Bishop to sign her name as the board chair.
 - b. Debbie Vaughn moved to approve the amendment to the charter regarding eLearning on inclement weather days and that we pass the resolution to change the calendar as required to accommodate this. Dial Dubose seconded. No discussion. Motion passed unanimously.
 - c. Each board member gave Heidi Bishop permission to sign his or her name on the resolution.
- B. Debbie Vaughn requested an amendment to the LABCS charter regarding the requirements for board members. The change should modify one of the requirements such that the requirement is that board members must have a high school diploma or its equivalent.
 - a. Nathan Clark moved to approve this amendment as presented to board members at the board meeting and to pass a resolution to effectuate this amendment. The motion was seconded by Susie Dooley. No discussion. Motion passed unanimously.
 - b. Nancy Linvill gave Heidi Bishop permission to sign her name as the board chair. Each board member gave Heidi Bishop permission to sign his or her name on the resolution.

VIII. Announcements: next meeting will be on January 4, 2021 at 7:00 PM

IX. Adjourn: at 8:05 PM Susie Dooley moved to adjourn the meeting. Dial Dubose seconded. Motion carried unanimously and the meeting was adjourned.

Nathan Clark, Secretary