

# GREEN Charter School Board Meeting Minutes

Thursday April 14th, 2022 6:00 pm

Chair: Vince Atkinson

Location: GREEN Charter Greenville Upper Campus & Virtual

## Attendance Summary

Board Members	Present/Absent
Vincent Atkinson	Present
Imtiaz Haque	Present via Zoom
Mandy Townes	Present via Zoom
Laurel Wiles	Present
Trishka Hornbeck	Present
Katherine Ponder	Present via Zoom at 6:30pm
Keelah Truesdale	Present

## Executive Director

Tom Cronin	Present
------------	---------

## Agenda

- 1. Welcome/Opening Remarks** - Meeting started at 6:06 pm. Mr Atkinson welcomes everyone and thanks all stakeholders. As we approach budget season in schools we have a lot to work through and approve and will start that process tonight.
- 2. Public Comments (limited to three minutes per speaker, 30 minutes in total)** - Mr Atkinson states that we do have a couple of people signed up for public comment. Public comments are limited to three minutes and designed for respectful and responsible interaction. It's not conversational, so questions won't necessarily be addressed but they will be heard and discussed.
  - Vanessa Williamson - Not present during initial public comment
  - Amanda Morris - Ms Morris thanks everyone and states that her concern is about the calendar. She has three concerns; the first is winter break being stretched out over three separate weeks. Ms Morris states that two Monday - Friday blocks

would work better. The second concern are the early release days. Ms Morris states that they are inconsistent and inconvenient being in the middle of the week and Friday would work better for the working parent. The third concern that Ms Morris states is the last day of school is a half day and on a Monday and suggests ending on a Friday

3. **Approval of April 14th Agenda** - Ms Townes states that we need to approve the Agenda for tonight's (April 14th) meeting.
  - Motion to approve: Ms Townes
  - Second: Mr Atkinson
  - Vote: **6-0 (Passes)**
  
4. **Approval of minutes from March 10th Meeting** -
  - Motion to approve March Minutes: Ms Townes
  - Second: Mr Atkinson
  - Vote: **6-0 (Passes)**
  
5. **GREEN Charter Student Successes** - Ms Townes turns the meeting over to Mr Rollins.
  - Mr Rollins states that we are recognizing our Middle School Youth in Government and introduces Lauren Barth. Mrs Barth states that this is the first year Youth in Government got to travel to Columbia and notes that there were multiple student awards and allows the students to introduce themselves.
    - Ali Mollaebrahimi - Bill signed by The Youth Governor
    - Julia Candeo - Bill signed by the Youth Governor
    - Sonia Albouchi - Bill signed by the Youth Governor, Outstanding Statesman Award
    - Henrique Montandon - Outstanding Bill Award
    - Neel Patel - Outstanding Bill Award
    - Madison Grove - Outstanding Bill Award
    - Reese Eaker - Outstanding Bill Award
    - Sophie Ramsay - Outstanding Statesman Award
  
6. **Bylaw Amendments/Committee Structure** - Mr Atkinson asks Dr Haque to discuss the committee amendments to the Bylaws.
  - Dr Haque states that everyone should have a copy of the new structure of the standing committees. There is an addition of one new committee which is the "Growth and Infrastructure" committee. Others are standing committees from the previous bylaws: Governance, Financial & Audit, and Personnel committee. Dr Haque states that there are no comments to discuss on these committees.
    - Motion to approve committees as submitted: Dr Haque
    - Second: Mr Atkinson
      - Mr Atkinson opens the floor for discussion.
        - a. Ms Townes asks if the group is going to shift assignments since there is no longer an audit committee.

- b. Dr Haque states that the group does need to do this.
- c. Ms Townes asks that Mrs Ponder is present prior to assigning responsibility.
- d. Dr Haque responds that the motion is to approve the committees as modified and Mr Atkinson can make the appointments after the fact.

- **Vote: 6-0 (Passes)**

**7. Executive Director Update** - Ms Townes turns the floor over to Mr Cronin.

- a) Introduction of New Leadership - Mr Cronin introduces Drew Adams as the new Principal of GREEN Upper Campus in Greenville. The interview process was an open stakeholder search that included members of the campus, the board members, and members of the Executive Leadership Team.
- b) GREEN Organizational Chart - Mr Cronin states this is the full summary of the GREEN Organizational Structure. This shows how our Directors will inform our school based leaders and our school based staff. A “0.5” or “0.6” represents a portion of a full time equivalent. Mr Cronin states that this is just over three people more than what we have now with a 6 million dollar increase in revenue. It still stays within the projection that we anticipated and the finance committee is in communication regarding this structure as well.
  - Dr Haque asks if the employees reporting to the Director of Teaching and Learning are different people since they are represented as partial full time equivalents.
  - Mr Cronin states that we have someone working on the way to intervene with any time of student around our curriculum and this person is a shared position within Special Education and Teaching and Learning.
  - Ms Hornbeck asks for clarification surrounding the PR/Growth Coordinator listed under two Directors.
  - Mr Cronin confirms that it is one person dividing their time between both Directors.
- c) Updated 2022-2023 School Calendars - Mr Cronin states that we previously had submitted the calendar for approval, but there was one oversight that needed correction and that in South Carolina on even calendar years we can't have school on Election Day. In addition, feedback from administrators and stakeholders requested modifications that align calendars with the region that the school exists in. Mr Cronin welcomes feedback and states that an action for Board approval is requested.
  - Ms Townes states that there is a typo and the calendars should state “May 2023” rather than 2022
  - Ms Townes asks if the last day of school is on a Thursday for all calendars? Specific to Greenville, there has been an effort to sync Spring Break up to Greenville Tech

- Mr Cronin states that yes, they will sync and yes the last day of school is Thursday
- Mr Atkinson asks if May 25th is also an early release day
  - Mr Cronin replies with yes
- Ms Hornbeck asks if there is a reason for the early release days jumping around rather than being consistent
  - Mr Cronin states that the attempt was to mirror what was here in the past and that there are only four of those
  - Mr Cronin also mentions that we need time to complete training and accomplish things that are required by law
- Mr Cronin mentions that in the future we identify parameters to a calendar so that we may align with that
- Mr Atkinson states that it could help the families to tie GREEN's calendar to surrounding schools in the area
- Ms Truesdale states that we should start working on the calendar sooner to get it approved sooner.
  - Ms Townes notes that this is a modification of an already approved calendar that was previously released.
- Ms Hornbeck requests to clarify if the weather makeup days are virtual/E-learning
  - Mr Cronin states that we must wait to see if the state authorizes that for next year
  - Mr Atkinson states that academic calendar is often mandated by law
  - Ms Townes asks that if the law does change are we modifying for next year or waiting for 23-24 school year
  - Mr Cronin states that we should leave the weather days as they are
- Ms Ponder states that having four half days at the end of May puts a burden on the parents and suggests modification to assist with child care.
  - Mr Atkinson notes that the half days count as full days of instruction which satisfies law and we're taking the flexibility to allow teachers the second half of the day to solidify grade books, pack up rooms, etc.
  - Dr Haque states that the issue is the hardship on the parents
  - Ms Townes asks what our options are
    - a. Mr Cronin states that we can dictate the days as desired. There is after school care available for parents.
  - Dr Haque states that these scenarios are created for teachers to have time to wrap up the school year
  - Ms Ponder mentions that typically on half days where there is professional development there is no child care provided and we would need to assure parents that it would be provided on those four days if they are half days

- Dr Haque asks how have we handled this issue in the past
    - a. Mr Cronin states that he is not completely sure, but the calendar that was previously approved is only a slight modification from what we've had. This calendar is only different in that we moved the days around for election day and connected the full two weeks in December which caused us to have to put 3 additional days at the end of the year.
    - b. Ms Townes states that in the past with only a few campuses there was a 1-2 week mini camp since GREEN let out earlier than most schools. Parents paid for these camps that kids came to and were fully staffed. GREEN has already had half days at the end of school.
  - Dr Haque mentions that it seems we scrap the half days or provide after school care for parents
    - a. Mr Atkinson questions the amount of space available if all parents use after school care
  - Dr Haque asks Mr Cronin if parents were involved in the feedback for this calendar
    - a. Mr Cronin states that yes, the Director of Operations got feedback from the principals who worked with internal staff and parents
  - Ms Wiles suggests that we move forward with it for this year and talk more about the 23-24 school year
  - Motion to move forward with the four separate calendars as they are written (with corrected typos) for the 22-23 school year: Ms Wiles
  - Second: Dr Haque
  - Mr Atkinson asks for anymore discussion about the motion on the floor
    - Ms Ponder asks if the Executive Leadership Team can assess the needs for an after school care program at the end of the year if the motion moves forward
      - a. Mr Cronin agrees
  - **Vote: 7-0 (Passes)**
- d) GREEN Instructional Model and Curriculum Efforts - Mr Cronin shares the draft instructional model image and notes the interaction between three basic concepts within the classroom: Enduring Understandings, Instructional Practices, and Culture of Care
  - Dr Haque asks if the curriculum development is gauging people from the outside or is it an internal effort
    - Mr Cronin states for the start, it's internal but we will begin to expand outward once we all understand what we're trying to accomplish
  - Dr Haque what percent of the teachers are involved in the development efforts

- Mr Cronin notes that right now we're just gathering data and are bringing in our best educators
  - Mr Rollins adds that we will be asking for input from our instructors as a next step
  - Dr Haque reminds the team to take a proactive approach
- e) GREEN Problem Solving Method and Continuum of Interventions - Mr Cronin states that we are creating an approach in which we don't get paralyzed with the situation. The Problem Solving Method will be used across GREEN. Our Continuum of Interventions addresses the needs of every student. Mr Cronin states that we are really trying to solve the problem and meet the needs of students.
  - Dr Haque states that the problem solving method is beneficial for the administration and teachers but we should be cautious if we're teaching this to students because science has its own methodologies
    - Mr Cronin agrees and notes that this does not take the place of any founded methods in science
  - Mr Atkinson asks how we will develop strategies for the Continuum of Interventions
    - Mr Cronin notes there will be a multitude of strategies across each level so that we have a range of strategies to train to.
- f) Special Education Study Skills Course - Mr Cronin requests that the board approve a Study Skills Class. This class is designed to help students at the High School level, grades 9-12, learn study skills and digest content. With the Board's approval, students will receive High School credit.
  - Ms Townes clarifies that this is only for the High School
    - Mr Cronin agrees
  - Motion that the Board approve the High School Study Skills class for students grade 9-12 for credit: Dr Haque
  - Second: Ms Townes
  - **Vote: 7-0 (Passes)**
- g) Budget Projection for FY'22 - Mr Cronin notes that this was discussed at length with the Finance Committee and is presented for the Board's review. Our projected budget will wrap up at just over \$300,000 to the good and our fund balance will be just over \$5.3mm.
- h) 990 Tax Return and Consolidated Financial Statements Review - Mr Conin states that the Tax Return will be filed by May 15th, 2022. The 990 Tax Return mirrors our audited consolidated financial report. This is just for review and no board action is required.

**8. Executive Session** - Mr Atkinson notes that it is time for Executive Session and there are a couple of matters that need to be discussed. Will approve any items as needed once out of ES.

- Motion to go into Executive Session: Ms Townes

- Second: Dr Haque
- Vote: **7-0 (Passes)**

**Into Executive Session 7:39 pm**

- Motion to leave Executive Session: Ms Townes
- Second: Dr Haque
- Vote: **7-0 (Passes)**

**Back Into Public Session 9:04 pm**

**9. Approval of items from Executive Session if any** - Mr Atkinson states that there is nothing requiring approval out of Executive Session

**10. Adjournment** - Mr Atkinson thanks everyone for their commitment and presence.

- Move to adjourn: Dr Haque

**Meeting Adjourned 9:15 pm**

Signed and Dated:

Vince Atkinson

6/16/2022

\_\_\_\_\_  
(Board Chairperson)

\_\_\_\_\_  
(Date)

Mandy Reeves Townes

6/16/2022

\_\_\_\_\_  
(Board Secretary)

\_\_\_\_\_  
(Date)