

Gray Collegiate Academy Charter School

Board Meeting

West Columbia, South Carolina

October 24, 2022

~ AGENDA ~

1. Call to Order

2. Mission:

Gray Collegiate Academy will serve students in a safe, small, family-centered setting who seek the opportunity and challenge of rigorous curriculum, high academic standards, and outstanding athletics while earning up to two years of college credit while in high school.

3. Adoption of Agenda

4. Approval of Minutes

5. Executive Session

- a) Receipt of legal advice regarding contractual matters
- b) Personnel Matters
- c) Property Matters

6. Actions taken, if any, on items discussed in Executive Session

7. Financial Report- Mrs. Marty Rawls

8. Action Items

- a) Approval of Recommendation of Retention Bonuses for 2022 Employees to be distributed in November
- b) Procurement Policy Amendment

9. Principal's Report- Dr. Brian Newsome

10. Athletic Report-Coach Holmes

11. Adjournment

Public comments:

The official meeting of the board is by law a public meeting and the board values citizen input; however, in order to protect the integrity of the adopted agenda, public dialogue will be restricted to the 'public comments' section of the agenda or as directed by the board chairman.

Each speaker has two minutes.

Speakers may not ask questions of board members.

Board members may not engage speakers in discussion.

Disruptive behavior is not permitted.

Personal attacks aimed at students or staff are not permitted.

Scurrilous, obscene, or recklessly defamatory language aimed at any board member is not permitted.

Gray Collegiate Academy

Meeting Minutes – 8/22/2022

Board Members in Attendance: Pennie Peagler, Mackenzie Long, Andy Markl, Wayne McKim, Chris Greer, and Trevor Kinard.

Other Attendees: Dr. Brian Newsome, Mrs. Marty Rawls, Casey Hallman, Erskine Representatives, Cameron Runyan and Dr. Bill Roach.

- 12:00 pm – Meeting called to order by Vice Chair, Pennie Peagler.
- Mission Statement read by Vice Chair, Pennie Peagler.
- Board Member, Chris Greer, made a motion to approve the minutes from the June 27, 2022, board meeting and the June 29, 2022 board meeting as written. Wayne McKim seconded the motion.
- Board Member, Wayne McKim made the motion to approve the agenda as presented. Mackenzie Long seconded the motion.
- Erskine Representatives, Cameron Runyan and Dr. Bill Roach, discussed the Kids First Conference to be held on September 27 & 28 and invited the board members to attend. Mr. Runyan thanked the board for their continued work and dedication to Gray Collegiate Academy and its mission. Mr. Roach offered his resources as Chief of Special Projects to the board.
- Mackenzie Long made a motion to move into executive session to discuss a contractual matter, receipt of legal advice regarding a contractual matter and to discuss a personnel matter. Chris Greer seconded the motion.
- Chris Greer made a motion to move out of executive session. Wayne McKim seconded the motion. No actions were taken in executive session.
- Mackenzie Long made a motion to authorize the sending of letter discussed with counsel in executive session. Wayne McKim seconded the motion.
- Pennie Peagler made a motion to add a part-time financial coordinator as a Gray Board employee. Wayne McKim seconded the motion.
- Mrs. Marty Rawls presented the Financial Report.
- Dr. Brian Newsome presented the Principal report and Athletic report.
- Mackenzie Long made a motion to adjourn the meeting. Wayne McKim seconded the motion.

GRAY COLLEGIATE ADACEMY, INC - 5 DAY COUNT

EFA Category			
	ADM	Weighting	WPU
Kindergarten		1.00	0.00
Primary		1.00	0.00
Elementary	190.20	1.00	190.20
High School		1.00	0.00
EMH		2.60	0.00
LD	7.00	2.60	18.20
TMH		2.60	0.00
EH		2.60	0.00
OH		2.60	0.00
VH	2.00	2.60	5.20
Autism		2.60	0.00
HH	1.00	2.60	2.60
Speech		2.60	0.00
Homebound		1.00	0.00
Career & Tech	599.80	1.20	719.76
Sub-total	800.00		935.96

Add Charter			
Charter- B&M	800.00	1.25	1,000.00
Charter- Virtual		0.65	0.00

Add-On			
	Total		WPU
HIAC	163.00	0.15	24.45
ACAS		0.15	0.00
DUAL		0.00	0.00
LEP	8.00	0.20	1.60
PIP	179.00	0.50	89.50
Total	350.00		115.55

Grand Total 1,150.00 2,051.51

FORMULA FOR FUNDING	
School WPU	2,051.51
Institute WPU	50,675.53
School WPU %	4.048%
School Appropriations	\$8,252,085.564

Procurement Policy and Procedures

GRAY COLLEGIATE ACADEMY ("GCA" or the "School") RESERVES THE RIGHT TO REVISE THE CONTENT OF THIS POLICY, IN WHOLE OR IN PART.

POLICY

It is the responsibility of the Principal and the Business Manager to assure that purchases are made in a legal, ethical, and professional manner, and that they follow policies, rules, statutes, and regulations governing GCA.

PROCEDURES

Objectives

GCA adheres to the following objectives:

- Procurements will be completely impartial based strictly on the merits of supplier and contractor proposals and applicable related considerations such as delivery, quantity, etc.
- Make all purchases in the best interests of GCA and its funding sources.
- Obtain quality supplies/services needed for delivery at the time and place required.
- Buy from responsible and dependable sources of supply.
- Obtain maximum value for all expenditures.
- Deal fairly and impartially with all vendors.
- Be above suspicion of unethical behavior at all times; avoid any conflict of interest, related parties or even the appearance of a conflict of interest in the School's supplier relationships.

Conflict of Interest

It is the responsibility of each employee and Board Member to take all appropriate steps to ensure that GCA does not knowingly enter any purchase commitment which could result in a conflict of interest. Employees and Board Members will immediately bring any questionable situations to the attention of the appropriate supervisor and/or authorities. In addition, all Board Members will annually sign a Conflict of Interest Agreement to be kept by the Board's Secretary.

Purchases

Small purchases not exceeding ten thousand dollars (\$10,000.00) in total value may be accomplished without quotes, if the price is fair and reasonable.

For purchase above \$10,000.01 but less than \$25,000.00, written quotes from three (3) qualified sources of supply are required. Price and other factors will be considered including administrative costs of the purchase. Goods or services purchased from a vendor with a state contract are exempt from this process.

For all major projects (such as renovations, new installation, or improvement to GCA classified of substantial scope) and all purchases above \$25,000.01, must be accomplished with a written Request for Proposal and/or a Competitive Sealed Bid. The Board or a designated subcommittee will review a minimum of three (3) detailed proposals in conjunction with the Principal and recommend the expenditure for approval by the Board. All bids will consider pricing and quality of service and the overall benefit to GCA.

Under no circumstances, shall the Board delegate its responsibilities to third party.

Exceptions to the Procurement Code (non-Federal Funds only) Exceptions to the Procurement Code-Policy
GCA may exempt specific supplies or services from this Policy. The following supplies and services are exempted from this Policy:

- a. Books, periodicals, newspapers, technical pamphlets, standardized tests and other testing materials, copyrighted educational materials, filmstrips, slides and transparencies.
- b. Public Utilities, such as electricity, water or sewer
- c. Travel
- d. Workshops, seminars, and conferences
- e. Professional journals
- f. Taxes, Social Security, Annuities, and credit unions
- g. Life insurance or supplemental insurance
- h. Clergy
- i. Court Reporters
- j. Professional Dues, registration, membership fees
- k. Diplomas
- l. U.S. postage stamps and post office boxes
- m. Art reproductions
- n. Expert witness services
- o. Professional services, including architectural, engineering, design, legal and accounting services
- p. Services and/or supplies provided by the ~~Division of General Services~~ SC Department of Administration to the public procurement units.
- q. Cooperative Purchasing Agreements

Federal Fund Procurement

Any purchases exceeding two thousand five hundred and 1/100 dollars (\$2,500.01) in total value must be accomplished by written quotes from a minimum of three qualified sources (Request for Proposal if the amount exceeds \$10,000.01 in total value) of supply is made and it is documented that the procurement is to the advantage of the School, price and other factors considered, including administrative costs of the purchase. Such documentation shall be attached to the purchase requisition. The purchase must be approved by the Principal, ~~operations director, and Business Manager~~. The recommendation must be brought to the Board for approval.

GCA will follow the Federal Fund Procurement process unless the specific federal funding source has a more restrictive procurement policy involving expenditures. GCA will also comply with all federal law and regulations that are mandatory and that are not otherwise contained herein.

Exceptions to the Procurement Code

~~GCA may exempt specific supplies or services from this Policy. The following supplies and services are exempted from this Policy:~~

- ~~a. Books, periodicals, newspapers, technical pamphlets, standardized tests, and other testing materials copyrighted educational materials, filmstrips, slides and transparencies, and school adopted instructional software, including site licenses, or other support services or related information/materials only available or provided by the software provider.~~
- ~~b. Public utilities, such as electricity, water, or sewer~~
- ~~e. Travel~~
- ~~d. Workshops, seminars, and conferences~~
- ~~e. Professional journals~~
- ~~f. Taxes, social security, annuities, and credit unions~~
- ~~g. Life insurance or supplemental insurance~~
- ~~h. Refunds on health insurance~~
- ~~i. Clergy~~
- ~~j. Court reporters~~
- ~~k. Professional dues, registration, and membership fees~~
- ~~l. Diplomas~~
- ~~m. U.S. postage stamps and post office boxes~~
- ~~n. Art reproductions~~
- ~~o. Expert witness services~~
- ~~p. Professional services, including architectural, engineering, design, legal and accounting services~~
- ~~q. Services and/or supplies provided by the Division of General Services SC Department of Administration to the~~

Sole Source Procurement

This method of procurement is the least competitive and, therefore, should have limited use. In those instances, however, where GCA's needs can only be met by one method, means or item, sole source is an appropriate and necessary method of procurement. Such determination as to whether a procurement shall be made as a sole source shall be made by Board. Such determination and the basis thereof shall be in writing and shall include an explanation as to why no other source will be suitable or acceptable to meet the need.

Sole Source purchases will be identified based on the following criteria:

- a. There is a lack of competition for a product or service.
- b. It is a unique, one-of-a-kind service or offer.
- c. The product has patented or proprietary rights that provide superior capabilities that are not obtainable from similar products and this product is not marketed through other wholesalers or distributors whose competition could be encouraged.
- d. The product is a standardized or exempt item.
- e. In the case of addition to existing product or services (ex: Installed security system. etc.) a decision based on vendor knowledge gained from previous installation and with insight into existing structural limitations a decision may be granted to the original vendor even if their quote is not the lowest.

Emergency Procurement

Notwithstanding any other provision of this policy, the School may make or authorize others to make emergency procurements when there exists a threat to public health, welfare or safety under emergency conditions, or where normal daily operations are affected; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances. If emergency considerations exist after an unsuccessful attempt to use competitive sealed bidding, an emergency procurement may also be made. A written determination shall be made stating the basis for an emergency procurement and for the selection of the vendor. Emergency procurements shall be limited to that of supplies, services, or construction items necessary to meet the emergency. Such procurement shall be presented to the GCA Board of Directors at its next meeting.

Request for Proposal

The request for proposal shall be the method used to initiate purchases over \$10,000.01 shall include the following:

- a. Instructions and information to vendors concerning the proposal submission requirements, including the time and date set for receipt of the proposal, the individual to whom the proposal is to be submitted, the address of the office to which proposal is to be delivered, and any other special information.
- b. The purchase description, specifications, delivery and performance schedule, and such inspection and acceptance requirements as are not included in the purchase descriptions.
- c. All contract terms and conditions, including warranty and bonding or other security requirements as applicable.
- d. Instructions to vendors to visibly mark as confidential each part of their proposal which they consider to be proprietary information.

Request for Qualifications

Prior to soliciting proposals, and after giving adequate public notice, GCA may issue a request for qualifications, experience, and ability to perform the requirements of the contract from prospective offerors. At a minimum, the request shall contain a description of the goods or services to be solicited by the invitation for proposal and the general scope of the work. The request shall also contain the deadline for submission of information and how prospective offerors may apply for consideration.

After GCA receives the responses, it will rank prospective offerors from most qualified to least qualified on the basis of the information provided. GCA shall then invite vendors from at least the top two prospective offerors.

Negotiations with responsible offerors and revisions to proposals

As provided in the request for proposals, negotiations may be conducted with any offeror submitting a proposal appearing to be eligible for contract award pursuant to the selection criteria set forth in the request for proposals. All

apparently eligible offerors shall be afforded the opportunity to submit best and final proposals if negotiations with any other offeror result in a material alteration to the request for proposals and such an alteration has a cost consequence that may alter the order of offerors' price quotations contained in their initial proposals. In conducting negotiations, there shall be no disclosure of information derived from proposals submitted by any competing offerors.

Evaluation

The request for proposals shall state the evaluation factors in relative order of importance. Price may not be an initial evaluation factor. Each responsive and responsible offeror's proposal shall be evaluated. The proposal shall then be ranked in accordance with the results of such evaluation.

Process of Award

All proposals received shall be evaluated based upon their published criteria by either the Board at large, or a designated committee of the Board. The Board or subcommittee shall use objective and appropriately competitive methods in their evaluation. The award shall be made to the responsible offeror whose proposal is determined in writing to be most advantageous to GCA, taking into consideration the evaluation factors set forth in the request for proposals. No other factors or criteria shall be used in the evaluation. The contract file shall contain the basis on which the award is made.

Policy Effective: ~~5/13/22~~ 10/24/2022



**School Board Meeting
August 22, 2022
Principal's Report**

*Enrollment is currently at 806 students. We still have a waiting list for all grade levels.

*Lunch and learns have started again. We have had 2 so far and both have been full.

EXCELLENT Report Card Rating

***One of only 4 High Schools in our surrounding districts (Lex 1-5, Richland 1 & 2). The other schools were 4A and 5A High Schools.**

*Senior Night for fall sports (football/cheer/cross country) will be held on Friday, Nov. 4th. It will be the 1st playoff game. This game will also be our mental health awareness game.

*Parent/Teacher Conferences went well last week.

*Construction is still going well. The gym should be ready to go by Christmas.

*Homecoming was wonderful and a packed house at our football game.

*Gifted and Talented Funding: The GT funding should increase this year. We have identified more students already and expect to identify more in the coming weeks as transfer records arrive. All our certified teachers are either currently GT endorsed or seeking their certification during this school year.

*Teacher Certification: In an effort to decrease the number of uncertified teachers we have numerous teachers enrolled in the Teachers of Tomorrow program. They will gain their initial certification during the 22-23 school year.

*Career and Technology Education: Gray will have its first class of CTE Completers this year. We have added an additional course to the series so the students can become completers. In the future, due to the addition of Ms. Keim we will be able to add a completer path for Sports Medicine.

This week in Fall Sports week of 10/24/22

Swim

Congratulations to all Gray Colligate Academy Swimmers that participated in the 22-23 State Swim meet. Katie Coker placed 3rd in the 200 IM and John Coker placed 3rd by 0.04 seconds

Cheer

Last week:

Cheer placed 1st at Battle at the Bluff

Cheer placed 1st at Falcon Invitational

Cheer is currently undefeated & have been out scoring the 3A & 4A divisions

Up-coming cheer events are as follows:

Debbie Rogers Nov 5th

State Nov 19th

Cross Country

Kudos to the War Eagle Cross Country team on their second-place finishes in the Fairfield Central Meet on Wednesday 10/12, which was won by the Griffins.

The Boys team was let by Sophomore Noah Mitchell (20:16.25) who finished fourth overall.

The Girls were paced by 7th grader Italia Riches (24:41.22) who finished third overall.

GCA will return to action this week (10/26) at the Region 4-2A Meet hosted by Fairfield Central

The Boys are currently ranked #12, and

The Girls are ranked #14 per SC MileSplit.

The Class 2A State Qualifiers will be held Friday, November 4 at Newberry College.

The Class 2A State Championship will be held at Sandhill Research Center in Columbia on Thursday, November 10.

Football

B-Team vs Chapin @ Chapin @ 6:00

JV Football vs Keenan @ Keenan @ 6:00 on 10/27/22

Varsity Football

2022 Region Champs

Home Varsity game vs Keenan -Friday 10/28/22

Rnd 1 Playoffs-11/4/22 @ Home-Senior Night

Volleyball

B-Team Volleyball

B-Team went undefeated during their regular season games 12-0.

The First round of playoffs the girls won sending them to the Championship game. The girls lost in a hard-fought battle against Cardinal Newman. The B-Team Volleyball finished second overall in the Gold Bracket.

Varsity Volleyball

The Volleyball Team kicked off the first round of playoffs against Greenville Tech Charter this past Thursday night. Gray won and advanced to the 2nd round of playoffs that will be played tomorrow at home against Saluda High School at 6 pm. If Gray wins we will play the 3rd round of playoffs Thursday against Fox Creek High School at Fox Creek. Congratulations goes to Coach Jerry Dorneker for being named Region Coach of the Year, Za'Niya Boyles for Region Player of the Year and the following players for All-Region Players: Makenna Cain, Julia Maybach, London Peagler, and Avery Tucker.

Basketball Try-outs 10/31- 11/1

Middle School/9th/10th graders @ 2:20 pm - 3:45 pm

Varsity Boys 3:45 pm to 5:15 pm

Varsity Girls 5:15 pm to 6:45 pm

(All sports Physicals must be turned in before Tryouts)