

## **Gray Collegiate Academy Charter School Board Meeting**

West Columbia, South Carolina

August 28, 2019

~ AGENDA ~

1. Call to Order
2. Public Notice
3. Public Input
4. Mission

Gray Collegiate Academy will serve high school 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.

5. Adoption of Agenda
6. Approval of the Minutes
7. Financial Report-Mike Miller
8. Bond Update- Bert Newsome
9. Principal's Report
10. Legislative Updates
11. Athletic Report
12. Executive Session
13. 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.

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## Gray Collegiate Academy Charter School Board Meeting

West Columbia, South Carolina

June 24, 2019

~ Minutes ~

1. Call to Order

Teresa Brazell called the meeting to order at 2:00 pm. Those present included the following:

Board Members: Teresa Brazell, Pennie Peagler, Libbi Sheridan, Laura Stevens, Andy Markl, Wayne McKim, and Trevor Kinard.

Gray Collegiate Academy Staff: Dr. Brian Newsome

Pinnacle Staff: Andy Patrick, Mike Miller of San Cap CPA

2. Public Notice

Posted

3. Public Input

None Requested

4. Mission

Teresa Brazell read the mission statement:

Gray Collegiate Academy will serve high school 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.

5. Administer Oath to new members

Andy Patrick administered the oath to new members of the board (Andy Markl, Wayne McKim, and Trevor Kinard)

6. Election of Officers

Andy Patrick asked for nominations. Libbi Sheridan nominated Teresa Brazell for chair. Teresa Brazell nominated Pennie Peagler for vice-chair and Libbi Sheridan for secretary/treasurer.

There were no other nominations and Andy Patrick declared the nominees elected by acclamation.

7. Adoption of Agenda

Pennie Peagler made a motion to adopt the agenda as posted. Laura Stevens seconded the motion and all voted in favor of adopting the agenda.

8. Approval of the Minutes

Libbi Sheridan made a motion to approve the minutes as presented. Laura Stevens seconded the motion and all voted in favor of approving the minutes.

9. Financial Report

Mike Miller presented the financial report. No action was needed. Teresa asked that detailed monthly reports continue to be made available in the drive for review during months that the board does not meet. She also asked for monthly reports on the progress of plans associated with the proposed Middle School.

10. 2019-2020 Budget

Mike Miller presented the proposed budget, which is based on enrollment of 500 students. After discussion, Trevor Kinard made a motion to accept the budget as presented. Pennie Peagler seconded the motion and all voted in favor.

11. Principal's Report

Dr. Newsome presented the Principal's report. No action needed.

12. Athletic Report

Dr. Newsome presented the Athletic report as Coach Adam Holmes was on vacation. No action needed.

13. 2019-2020 Student Handbook

Dr. Newsome discussed the updated student handbook. It was noted that the updated version needs to be uploaded.

14. Adjournment

With no other business, Libbi Sheridan made a motion to adjourn at 3:15 pm. Pennie Peagler seconded the motion and all voted in favor to adjourn.

# GRAY COLLEGIATE ACADEMY

## *JULY 2019 FINANCIAL SUMMARY*

1. Revenue totaled \$381,000 for the month of July. This compares to budgeted revenue of \$435,000 or \$54,000 under budget. Our budgeted revenue is based on enrollment of 500 students. We will be short of budget during the first half of the school year until our revenue is adjusted in January 2020 for our new student count. The amounts received for the first half of the school year are based on enrollment from last spring when our enrollment was approximately 475 students. In addition, we did not collect any user fee revenue in the month since school was out for the summer.
2. Expenses for July totaled \$369,000. This compares to total budgeted expenses of \$406,000 or \$37,000 under budget. Despite being under budget, the month of July had some larger expenses including course software fees (annual fees) of approximately \$29,000 and equipment purchases of \$16,850 for a bus and technology. Expenses will begin to pick up when school starts in August.
3. The school had a profit for the month of \$12,000. This is \$37,000 under our budgeted profit of \$29,000. School profit will trend lower than budget for the first semester due to our revenue shortfall.
4. Operating cash balances decreased by \$16,000 since last month due to the timing of cash payments. The decrease in cash from June 2019 was the result of the payment of staff bonuses at the end of June. The operating cash balance was \$825,000 as of August 15, 2019. This represents 69 days of cash on hand.

**Gray Collegiate Academy**  
**Revenues and Expenses - Budget to Actual**  
**Management Use Only**  
**For the One Month Ended July 31, 2019**

	Month of July 2019			Annual	Remaining Budget
	Actual	Budget	Variance		
<b>Number of Students</b>		<b>500</b>		<b>500</b>	
<b>Basic per student revenue</b>		778		10,388	
<b>Weighted total: all students</b>	389,019	432,814	(43,795)	5,193,771	4,804,752
<b>Total EFA Revenue:</b>	<b>389,019</b>	<b>432,814</b>	<b>(43,795)</b>	<b>5,193,771</b>	<b>4,804,752</b>
<b>2% to District</b>	<b>(8,058)</b>	<b>(8,656)</b>	<b>598</b>	<b>(103,875)</b>	<b>(95,817)</b>
<b>Net EFA Revenue</b>	<b>380,961</b>	<b>424,158</b>	<b>(43,197)</b>	<b>5,089,896</b>	<b>4,708,935</b>
<b>Student and Athletics User Fees</b>	-	10,825	(10,825)	129,900	129,900
<b>Interest on Investments</b>	9	8	0	100	91
<b>Total Revenue</b>	<b>380,969</b>	<b>434,991</b>	<b>(54,022)</b>	<b>5,219,896</b>	<b>4,838,927</b>

**Classroom Instruction**

**Salaries**

Classroom Teachers	45,096	53,250	(8,154)	639,000	593,904
LD teachers	2,083	3,333	(1,250)	40,000	37,917
<b>Total Salaries of Full Time Personnel</b>	<b>47,179</b>	<b>56,583</b>	<b>(9,404)</b>	<b>679,000</b>	<b>631,821</b>

Adjunct teachers

<b>Total Instructional Personnel</b>	<b>47,179</b>	<b>56,583</b>	<b>(9,404)</b>	<b>679,000</b>	<b>631,821</b>
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Retirement-Classroom Teachers	871	1,963	(1,091)	23,550	22,679
Retirement-LD Teacher	-	100	(100)	1,200	1,200
Social Security-Classroom Teachers	4,115	5,004	(889)	60,053	55,938
Social Security-LD Teachers	205	255	(50)	3,060	2,855
Health Insurance (includes dental, etc)- Classroom Teachers	8,700	10,869	(2,169)	130,424	121,724
Health Insurance (includes dental, etc.)-LD Teachers	600	600	-	7,200	6,600
Workers' Compensation-Classroom Teachers	216	196	20	2,355	2,139
Workers' Compensation-LD Teachers	36	10	26	120	84
Unemployment Compensation-Classroom Teachers	32	327	(295)	3,925	3,893
Unemployment Compensation-LD Teachers	-	17	(17)	200	200
Teacher bonuses	-	16,667	(16,667)	200,000	200,000
Classroom and Instructional Supplies	26	2,250	(2,224)	27,000	26,974
Exceptional Supplies	-	167	(167)	2,000	2,000
Textbooks	-	4,167	(4,167)	50,000	50,000
Classroom Equipment (desks, chairs, etc.)	-	375	(375)	4,500	4,500
Classroom Equipment (desks, chairs, etc.) LD	-	-	-	-	-
Computer Equipment	4,652	4,583	69	55,000	50,348
Computer Equipment-LD	-	-	-	-	-
Technology assisted courseware	30,030	6,417	23,613	77,000	46,970
Curriculum Development	-	83	(83)	1,000	1,000
Substitute Teachers	-	1,375	(1,375)	16,500	16,500
<b>Total Instruction</b>	<b>96,663</b>	<b>112,007</b>	<b>(15,344)</b>	<b>1,344,087</b>	<b>1,247,424</b>

**Gray Collegiate Academy**  
**Revenues and Expenses - Budget to Actual**  
**Management Use Only**  
**For the One Month Ended July 31, 2019**  
**Month of July 2019**

	Actual	Budget	Variance	Annual	Remaining Budget
<b>Instructional Support Services</b>					
<b>Pupil Personnel Services</b>					
Salaries					
Student Support	10,341	10,500	(159)	126,000	115,659
PowerSchool Coordinator	2,917	2,917	(0)	35,000	32,083
<b>Total Pupil Personnel Staff</b>	<b>13,258</b>	<b>13,417</b>	<b>(159)</b>	<b>161,000</b>	<b>147,742</b>
Retirement	398	403	(5)	4,830	4,432
Bonuses	-	-	-	-	-
Social Security	1,198	1,026	171	12,317	11,119
Health Insurance (includes dental, life, etc.)	2,400	2,400	-	28,800	26,400
Workers' Compensation	67	40	27	483	416
Unemployment Compensation	-	67	(67)	805	805
<b>Total Pupil Personnel Services</b>	<b>17,320</b>	<b>17,353</b>	<b>(33)</b>	<b>208,235</b>	<b>190,915</b>
<b>Staff Development</b>					
Workshop Stipends	-	-	-	-	-
Consulting Services - Exceptional	-	-	-	-	-
Travel (workshop registration, lodging, etc.)	-	58	(58)	700	700
<b>Total Staff Development</b>	<b>-</b>	<b>58</b>	<b>(58)</b>	<b>700</b>	<b>700</b>
<b>General Support Services</b>					
<b>Board</b>					
Professional Services	4,000	3,917	83	47,000	43,000
Insurance - General Liability	2,144	1,917	227	23,000	20,856
Audit	2,638	1,833	804	22,000	19,363
Governance Training	-	333	(333)	4,000	4,000
<b>Total Board</b>	<b>8,781</b>	<b>8,000</b>	<b>781</b>	<b>96,000</b>	<b>87,219</b>
<b>General Administration</b>					
<b>Pinnacle EMO Services per contract</b>	<b>55,568</b>	<b>56,250</b>	<b>(682)</b>	<b>675,000</b>	<b>619,432</b>
<b>School Administration</b>					
<b>Salaries</b>					
Administrative Personnel	28,083	30,167	(2,083)	362,000	333,917
<b>Total Office Personnel</b>	<b>28,083</b>	<b>30,167</b>	<b>(2,083)</b>	<b>362,000</b>	<b>333,917</b>
Retirement	685	905	(220)	10,860	10,175
Social Security	2,439	2,308	131	27,693	25,254
Health Insurance (includes dental, life, etc.)	3,800	4,800	(1,000)	57,600	53,800
Workers' Compensation	129	91	39	1,086	957
Unemployment Compensation	-	151	(151)	1,810	1,810
Bonuses	-	-	-	-	-
Office Equipment	-	625	(625)	7,500	7,500
Printing/advertising	1,000	4,583	(3,583)	55,000	54,000
Printing and Binding	-	167	(167)	2,000	2,000
Membership Dues and Fees	-	-	-	-	-
Office Services and Supplies	922	7,000	(6,078)	84,000	83,078
Computer Equipment	-	83	(83)	1,000	1,000
Dues and Fees	-	-	-	-	-
Travel (workshop registration, lodging, etc.)	1,142	3,442	(2,300)	41,300	40,158
<b>Total School Administration</b>	<b>38,200</b>	<b>54,321</b>	<b>(16,121)</b>	<b>651,849</b>	<b>613,649</b>

**Gray Collegiate Academy**  
**Revenues and Expenses - Budget to Actual**  
**Management Use Only**  
**For the One Month Ended July 31, 2019**  
**Month of July 2019**

	Actual	Budget	Variance	Annual	Remaining Budget
<b>Facilities Acquisition and Construction</b>					
Building Lease	60,321	20,102	40,219	241,220	180,899
Buildings and Fixed Equipment					
Land	-		-		
<b>Total Facilities Acquisition and Construction</b>	<b>60,321</b>	<b>20,102</b>	<b>40,219</b>	<b>241,220</b>	<b>180,899</b>
<b>Fiscal/HR Services</b>					
Contracted Finance	5,500	5,583	(83)	67,000	61,500
Contracted Human Resources and Payroll	3,167	3,167	(0)	38,000	38,000
Bank Fees/ Processing Fees	1,109	1,667	(558)	20,000	18,892
<b>Total Fiscal/HR Services</b>	<b>9,775</b>	<b>10,417</b>	<b>(642)</b>	<b>125,000</b>	<b>115,225</b>
<b>Central Services</b>					
Dues and Fees	800	333	467	4,000	3,200
<b>Total Central Services</b>	<b>800</b>	<b>333</b>	<b>467</b>	<b>4,000</b>	<b>3,200</b>
<b>Operation of Plant</b>					
Salaries					
Custodians	2,083	2,083	0	25,000	22,917
<b>Total Plant Personnel</b>	<b>2,083</b>	<b>2,083</b>	<b>0</b>	<b>25,000</b>	<b>22,917</b>
Retirement	63	63	-	750	688
Social Security	205	159	46	1,913	1,708
Health Insurance (includes dental, life, etc.)	600	642	(42)	7,700	7,100
Workers' Compensation	16	6	10	75	59
Unemployment Compensation	-	10	(10)	125	125
Communication	1,645	3,000	(1,355)	36,000	34,355
Water and Sewage	-	2,333	(2,333)	28,000	28,000
Garbage	415	500	(85)	6,000	5,585
Other Purchased Services					
Custodial Services (contracted)	2,400	3,333	(933)	40,000	37,600
Fire/Security Alarm Monitoring	-	208	(208)	2,500	2,500
Property insurance	-	417	(417)	5,000	5,000
Electricity	5,061	4,583	478	55,000	49,939
Equipment	16,850	-	16,850	-	(16,850)
Capital Outlay	-	5,250	(5,250)	63,000	63,000
<b>Total Operation of Plant</b>	<b>29,339</b>	<b>22,589</b>	<b>6,750</b>	<b>271,063</b>	<b>241,724</b>
<b>Maintenance of Plant</b>					
Repairs and Maintenance	13,893	10,417	3,476	125,000	111,107
Supplies	431	1,667	(1,235)	20,000	19,569
<b>Total Maintenance of Plant</b>	<b>14,324</b>	<b>12,083</b>	<b>2,241</b>	<b>145,000</b>	<b>130,676</b>
<b>Food Services</b>					
Food Services Contractor	-	-	-	-	-
<b>Total Food Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Administrative Technology Services</b>					
Supplies	-	417	(417)	5,000	5,000
Office Equipment	-	-	-	-	-
Computer Equipment/Servers	-	-	-	-	-
Software Leases	-	667	(667)	8,000	8,000
<b>Total Administrative Technology Services</b>	<b>-</b>	<b>1,083</b>	<b>(1,083)</b>	<b>13,000</b>	<b>13,000</b>

**Gray Collegiate Academy**  
**Revenues and Expenses - Budget to Actual**  
**Management Use Only**  
**For the One Month Ended July 31, 2019**  
**Month of July 2019**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual</u>	<u>Remaining Budget</u>
<b>Debt Service</b>					
Redemption of Principal	2,394	2,500	(106)	30,000	27,606
Interest	2,287	37,500	(35,213)	450,000	447,713
Fees	865	1,667	(802)	20,000	19,135
<b>Total Debt Service</b>	<b>5,546</b>	<b>41,667</b>	<b>(36,121)</b>	<b>500,000</b>	<b>494,454</b>
Student Transportation Services	-	-	-	-	-
Vehicle Liability	274	167	107	2,000	1,726
	<b>274</b>	<b>167</b>	<b>107</b>	<b>2,000</b>	<b>1,726</b>
<b>Athletics</b>					
Salary	14,540	20,601	(6,061)	247,213	232,673
Bonuses	-	-	-	-	-
Supplies & Equipment	15,668	23,375	(7,707)	280,498	264,830
Transportation	1,687	2,875	(1,188)	34,500	32,813
Practice Fields - Construction	-	-	-	-	-
Facility	140	2,583	(2,443)	31,000	30,860
<b>Total Athletics</b>	<b>32,035</b>	<b>49,434</b>	<b>(17,399)</b>	<b>593,211</b>	<b>561,176</b>
<b>Total Budgeted Expenditures</b>	<b>368,947</b>	<b>405,864</b>	<b>(36,917)</b>	<b>4,870,365</b>	<b>4,501,418</b>
<b>Balance</b>	<b>12,023</b>	<b>29,128</b>	<b>(17,105)</b>	<b>349,531</b>	<b>337,508</b>



**Cash Summary Report**  
**Balances through August 15, 2019**  
**Gray Collegiate Academy**

	<u>March 15 2019</u>	<u>April 15 2019</u>	<u>May 14 2019</u>	<u>June 17 2019</u>	<u>July 15 2019</u>	<u>August 15 2019</u>
<b>CASH IN BANK</b>	<u>823,167</u>	<u>939,217</u>	<u>1,059,689</u>	<u>1,049,350</u>	<u>977,327</u>	<u>980,406</u>
<b>Bank Account Details:</b>						
Operating account *1756	694,007	788,421	902,412	927,023	841,878	825,099
Payroll account *4232	17,242	37,773	47,540	6,788	14,555	43,684
Principal account *4240	11,628	12,733	9,442	15,244	20,599	11,318
Savings (Wells Fargo)	<u>100,290</u>	<u>100,290</u>	<u>100,295</u>	<u>100,295</u>	<u>100,295</u>	<u>100,305</u>
<b>TOTAL CASH IN BANK</b>	<u>823,167</u>	<u>939,217</u>	<u>1,059,689</u>	<u>1,049,350</u>	<u>977,327</u>	<u>980,406</u>
<b>Days Cash on Hand</b>	<b>58</b>	<b>66</b>	<b>75</b>	<b>77</b>	<b>70</b>	<b>69</b>
<b>Cash on Hand Last Year</b>	<u>757,306</u>	<u>855,594</u>	<u>909,545</u>	<u>934,371</u>	<u>834,445</u>	<u>759,899</u>
<b>Increase(decrease) from Prior Year</b>	65,861	83,623	150,144	114,979	142,882	220,507



## **School Board Meeting**

**August 28, 2019**

### **Principal Report**

**\*The first 3 weeks have been wonderful. Returning faculty, staff, and students along with a mix of new faculty, staff and students has made for a great first week. We completed the necessary fire, intruder, etc., drills last week, and we are hitting the ground running this week.**

**\*Peer Tutoring: We will meet with students next week to begin the program for the 4<sup>th</sup> year.**

**\*New Cards of Information: Please notice the cards I created to highlight the 2018-19 school year. These will be distributed during our Parent Forums, which begin in October. (Dates are on our website).**

**\*We have our highest enrollment ever at Gray: 509 students. We also added an extra period to the school day and that is really helping keep our class sizes small.**

**\*IGP Process: Ms. Lovelace and Ms. Guerry are beginning with the seniors and juniors, meeting with each parent and student.**

**\*Open House had a record attendance number a few weeks ago, and our booster club was there to promote our athletic program and school. We sold out of many of the items, and it was a wonderful night.**

**I want to thank the board members who were present to greet parents and students as they entered the school.**

## Athletics

We have had a great start to the school year. Our fall sports season is under way. We just finished up fall eligibility and we have 150 student-athletes participating, the most we have ever had. Our fall sports are Football, Volleyball, Cross Country, Cheer, and Girls Golf.

Football opened the season this past Friday against Gilbert. The game had a delay and had to go into Saturday. Our boys put up a fine effort but came up a little short. What I was most proud of was our fight to play until the end. Gilbert is probably the best team we see all year, so if we can hang with a big 3A school like that the rest of the season looks to shape up in our Favor. Our Varsity plays again this Friday at Swansea. Game time is 7:30 p.m. Come on out early and enjoy the tailgate. Even with the bad weather last week we still had a great crowd. Our JV team opens the season tonight at Gilbert. Game time 7 p.m. We are lucky to have a JV program where most 2A schools don't have them. We were supposed to play Swansea who is a 3A school and they don't have enough to play JV. We are excited to see our young guys play tonight.

Volleyball opened the season this past weekend in the Nation Ford Pre-season Invitational. They had a great showing and played some great competition. Both our JV and Varsity opened the regular season last night at home against Ben Lippen in front of a packed gym. Both our JV and Varsity won in straight sets. It was a great job by our players and coaches. Our JV will play again tonight at home against Mid-Carolina. Game time is 5:30 p.m. Both the JV and Varsity will play tomorrow night against Andrew Jackson with the JV starting at 5:30 p.m. with the Varsity to follow.

Our Cross-Country teams has their first meet today at Lexington High School as they will be competing in the Pelican Snowball's Invitational. Coach Heise is excited about this year and we have the most runners out that we have ever had. They will compete again next week in Gilbert on September 4th.

Our cheerleaders did a great job at the first football game this past Friday night. Coach Cline and Coach Swygert have done a great job working with the girls and making the sidelines loud. They will compete in their first competition on September 24th in the Diamond Cheer Classic at Liberty High School. They have been working hard all summer and are excited about this upcoming season.

Jalen Castle is our individual girl golfer who will be competing for a state title this year. As we all know Jensen her older sister won the 3A state championship last year. Jalen finished third and is looking to do what her sister did last year and become a state champion herself.

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