

Gray Collegiate Academy Charter School Board Meeting

West Columbia, South Carolina

October 26, 2020

~ AGENDA ~

1. Call to Order

2. 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.

3. Adoption of Agenda

4. Approval of Minutes

5. Financial Report

6. Principal Report

7. Athletic Report

8. Executive Session-Contractual Matters

9. 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 - Board Meeting
3833 Leaphart Road
West Columbia, SC

September 21, 2020, at 2:00 PM
Meeting Minutes

Board Members in Attendance: Teresa Brazell, Trevor Kinard, Andy Markl, Wayne McKim, Pennie Peagler, Laura Stevens

Board members Absent: none

Staff Attendees: Dr. Brian Newsome, GCA Principal

Public Attendees: None

The meeting was called to order by Teresa Brazell, Chair.

GCA Mission read by Teresa Brazell, Chair: Gray Collegiate Academy will serve high school students in a safe, small, family-centered environment who seek the opportunity and challenge of a rigorous curriculum, high academic standards, and elite athletics while earning up to two years of college credit while in high school.

Agenda: A motion was made to approve the agenda by Trevor Kinard and seconded by Pennie Peagler. The motion was unanimously approved.

Minutes: A motion was made to approve the August 24, 2020, minutes by Trevor Kinard and seconded by Wayne McKim. The motion was unanimously approved.

Financial Report: Dr. Newsome read the Financial Report. GCA revenue totaled \$464,000 for the month of August, which was \$51,000 under budget. After the 45-day enrollment count and CARES Act reimbursement is received, it is anticipated that we will be at our budgeted amount.

Legislative Update: Dr. Newsome reported that there was an upcoming meeting with the SCHSL on September 28th.

Principal's Report: Dr. Newsome reported that our current enrollment was 622 students with a high percentage of dual enrollment students (ranging from 92% of sophomores to 65% of seniors). With a record number of NHS applicants, they are anticipating making selections in September with a ceremony in the Spring. A Lunch and Learn will be held on October 1st and Homecoming will be on October 2nd. It is anticipated that 8th grade enrollment will remain capped at 75-80 students for the next few years.

Athletic Report: Coach Holmes provided an athletics recap. There will be three home football games with tickets being pre-sale only and available to the public on Thursdays. Games will also be live-streamed via the Gray Athletics Facebook page. Football, Volleyball, and Cross Country all have record numbers of participants and are off to good starts in competition. Additionally, quotes are being received for construction of a weight room.

Executive Session: A motion was made to move into executive session at 2:40 pm by Pennie Peagler and seconded by Trevor Kinard. The motion was unanimously approved. No actions were taken in executive session.

A motion was made to move out of executive session at 3:45 pm by Pennie Peagler and seconded by Trevor Kinard. The motion was unanimously approved.

A motion was made by Wayne McKim to approve changes to the GCA by-laws, as discussed in Executive Session. The motion was seconded by Pennie Peagler and was unanimously approved.

A motion was made by Wayne McKim to reopen the candidate pool for GCA Board Elections. The motion was seconded by Andy Markl and was unanimously approved.

A motion was made by Andy Markl to name Teresa Brazell, Pennie Peagler, and Wayne McKim to our appointed GCA Board positions. The motion was seconded by Trevor Kinard and was unanimously approved.

A motion to adjourn the meeting was made by Andy Markl and seconded by Pennie Peagler. The meeting adjourned at 3:50 pm.

Next Board Meeting is scheduled for 2:00 pm on Monday, October 26, 2020, at Gray Collegiate Academy, 3833 Leaphart Road.

GRAY COLLEGIATE ACADEMY

SEPTEMBER 2020 FINANCIAL SUMMARY

1. Revenue totaled \$514,000 for the month of September. This compares to budgeted revenue of \$515,000 or \$1,000 under budget. Revenue was close to budget from state funding sources since the school received a funding increase based on the school's 5-day count (enrollment increased to actual). In addition, student activity fees were above budget, which makes up some of the shortfall from prior months. Finally, we were under-budget by \$10,000 for CARES Act revenue. This revenue will be recognized when reimbursement money is received from this program. This will occur in future months and we will be at our budgeted amount for this program this semester.
2. Expenses for September totaled \$450,000. This compares to total budgeted expenses of \$461,000 or \$11,000 under budget. September expense line items that were significantly higher than budget included:
 - Textbooks - large textbooks order for the semester. This is a non-recurring expense and will be lower in subsequent months.
 - Technology and Equipment - includes our normal monthly lease expense on chromebooks plus \$13,000 in equipment for remote learning.
 - Professional services - represents invoices paid for the month from Turner Caudell and Haynsworth Sinkler Boyd.
 - School resource officer - year to date expense is close to budget. The monthly expense is higher than budget due to timing of invoicing from the Lexington County Sheriff's Office.
 - Equipment/Capital Outlay - \$7,500 paid for concrete work.
3. The school had a profit for the month of \$64,000. This is \$10,000 over the budgeted profit of \$54,000. Year to date, profit is at \$186,000 versus \$163,000 for the budget.

4. Cash balances were \$1,766,818 as of October 15, 2020. Cash increased from balances in September due to profits for the month and timing of cash payments on accounts payable. Cash balances represent 103 days of cash on hand. Cash balances were \$999,572 for the same period last year.

Cash Summary Report
Balances through October 15, 2020
Gray Collegiate Academy

	<u>May 12 2020</u>	<u>June 15 2020</u>	<u>July 16 2020</u>	<u>August 17 2020</u>	<u>September 15 2020</u>	<u>October 15 2020</u>
CASH IN BANK	<u>1,656,778</u>	<u>1,611,232</u>	<u>1,690,058</u>	<u>1,592,870</u>	<u>1,697,696</u>	<u>1,766,818</u>

Bank Account Details:

<i>Operating account</i> *1756	1,495,901	1,417,021	1,341,087	1,361,788	1,485,707	1,559,162
<i>Payroll account</i> *4232	47,547	80,583	238,436	119,372	98,931	95,752
<i>Principal account</i> *4240	13,020	13,318	10,224	11,399	12,745	11,590
<i>Savings (Wells Fargo)</i>	<u>100,310</u>	<u>100,310</u>	<u>100,311</u>	<u>100,311</u>	<u>100,313</u>	<u>100,314</u>

TOTAL CASH IN BANK 1,656,778 1,611,232 1,690,058 1,592,870 1,697,696 1,766,818

Days Cash on Hand	99	93	88	90	98	103
Cash on Hand Last Year	<u>1,059,689</u>	<u>1,049,350</u>	<u>977,327</u>	<u>980,406</u>	<u>1,005,105</u>	<u>999,572</u>

Increase from Prior Year 597,089 561,882 712,731 612,464 692,591 767,246

Gray Collegiate Academy
Revenues and Expenses - Budget to Actual
Management Use Only
For the
Three Month Ended September 30, 2020

	Month of September 2020			YTD			Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Total EFA Revenue:	484,862	489,069	(4,206)	1,403,283	1,467,206	(63,923)	5,888,823
2% to District	(9,966)	(9,781)	(185)	(28,819)	(29,344)	525	(117,375)
Net EFA Revenue	474,896	479,287	(4,392)	1,374,464	1,437,862	(63,398)	5,751,448
Student and Athletics User Fees	39,676	25,167	14,509	64,451	75,500	(11,049)	302,000
CARES Act Grant Revenue	-	10,520	(10,520)	-	31,561	(31,561)	126,243
Interest on Investments	18	417	(399)	106	1,250	(1,144)	5,000
Total Revenue	514,589	515,391	(801)	1,439,021	1,546,173	(107,152)	6,184,691
Classroom Instruction Salaries							
Classroom Teachers	71,142	72,417	(1,274)	194,338	217,250	(22,912)	869,000
LD teachers	5,833	3,333	2,500	17,083	10,000	7,083	40,000
Total Salaries of Full Time Personnel	76,976	75,750	1,226	211,421	227,250	(15,829)	909,000
Adjunct teachers	-	-	-	-	-	-	-
Total Instructional Personnel	76,976	75,750	1,226	211,421	227,250	(15,829)	909,000
Retirement-Classroom Teachers	1,200	2,042	(842)	2,797	6,125	(3,328)	24,500
Retirement-LD Teacher	175	100	75	513	300	213	1,200
Social Security-Classroom Teachers	5,551	5,167	384	16,192	15,500	692	62,000
Social Security-LD Teachers	538	258	280	1,582	775	807	3,100
Health Insurance (includes dental, etc)- Classroom Teachers	11,100	13,200	(2,100)	31,800	39,600	(7,800)	158,400
Health Insurance (includes dental, etc)-LD Teachers	1,200	600	600	3,600	1,800	1,800	7,200
Workers' Compensation-Classroom Teachers	-	172	(172)	181	517	(336)	2,068
Workers' Compensation-LD Teachers	-	22	(22)	24	67	(43)	267
Unemployment Compensation-Classroom Teachers	278	480	(202)	622	1,439	(816)	5,754
Unemployment Compensation-LD Teachers	-	78	(78)	-	234	(234)	937
Teacher bonuses	-	29,167	(29,167)	-	87,500	(87,500)	350,000
Classroom and Instructional Supplies	1,635	2,333	(698)	15,353	7,000	8,353	28,000
Exceptional Supplies	-	167	(167)	149	500	(351)	2,000
Textbooks	23,850	6,250	17,600	24,192	18,750	5,442	75,000
Classroom Equipment (desks, chairs, etc.)	-	-	-	-	-	-	-
Classroom Equipment (desks, chairs, etc.) LD	-	-	-	-	-	-	-
Computer Equipment	1,202	-	1,202	1,202	-	1,202	(1,202)
Computer Equipment-LD	-	-	-	-	-	-	-
Technology and Equipment	18,499	11,917	6,583	74,322	35,750	38,572	143,000

Gray Collegiate Academy
Revenues and Expenses - Budget to Actual
Management Use Only

For the
Three Month Ended September 30, 2020
Month of September 2020

YTD

	Actual	Budget	Variance	Actual	Budget	Variance	Annual	Remaining Budget
Curriculum Development	-	417	(417)	-	1,250	(1,250)	5,000	5,000
Substitute Teachers	700	1,833	(1,133)	900	5,500	(4,600)	22,000	21,100
Total Instruction	142,903	149,952	(7,049)	384,849	449,857	(65,008)	1,799,426	1,414,577
Instructional Support Services								
Pupil Personnel Services								
Salaries								
Student Support	13,675	10,167	3,508	39,357	30,500	8,857	122,000	82,643
PowerSchool Coordinator	2,917	2,917	(0)	8,750	8,750	(0)	35,000	26,250
Total Pupil Personnel Staff	16,591	13,083	3,508	48,107	39,250	8,857	157,000	108,893
Retirement	398	400	(2)	1,193	1,200	(7)	4,800	3,607
Bonuses	-	-	-	-	-	-	-	-
Social Security	1,499	975	524	4,346	2,925	1,421	11,700	7,354
Health Insurance (includes dental, life, etc.)	3,000	2,400	600	8,700	7,200	1,500	28,800	20,100
Workers' Compensation	-	50	(50)	62	151	(89)	605	543
Unemployment Compensation	61	78	(16)	179	233	(54)	933	754
Total Pupil Personnel Services	21,549	16,987	4,563	62,587	50,960	11,627	203,838	141,251
Staff Development								
Workshop Stipends	-	-	-	-	-	-	-	-
Consulting Services - Exceptional	-	-	-	-	-	-	-	-
Travel (workshop registration, lodging, etc.)	-	-	-	-	-	-	-	-
Total Staff Development	-	-	-	-	-	-	-	-
General Support Services								
Board								
Professional Services	9,789	5,833	3,955	9,789	17,500	(7,711)	70,000	60,211
Insurance - General Liability	2,388	3,000	(612)	7,164	9,000	(1,836)	36,000	28,836
Audit	-	1,583	(1,583)	9,000	4,750	4,250	19,000	10,000
Governance Training	-	-	-	100	-	100	-	(100)
Total Board	12,177	10,417	1,760	26,053	31,250	(5,197)	125,000	98,947
General Administration								
Pinnacle EMO Services per contract	55,996	56,417	(421)	167,560	169,250	(1,690)	677,000	509,440
School Administration								
Salaries	32,125	29,000	3,125	98,458	87,000	11,458	348,000	249,542
Administrative Personnel								
Total Office Personnel	32,125	29,000	3,125	98,458	87,000	11,458	348,000	249,542

Gray Collegiate Academy
Revenues and Expenses - Budget to Actual
Management Use Only

For the
Three Month Ended September 30, 2020
Month of September 2020

YTD

	Actual	Budget	Variance	Actual	Budget	Variance	Annual	Remaining Budget
Retirement	770	867	(97)	2,310	2,600	(290)	10,400	8,090
Social Security	2,576	2,217	359	8,323	6,650	1,673	26,600	18,277
Health Insurance (includes dental, life, etc.)	4,300	3,600	700	13,100	10,800	2,300	43,200	30,100
Workers' Compensation	-	111	(111)	129	332	(203)	1,329	1,200
Unemployment Compensation	47	161	(114)	154	484	(329)	1,934	1,780
Bonuses	-	-	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-	-	-
Printing/advertising	-	3,333	(3,333)	-	10,000	(10,000)	40,000	40,000
Printing and Binding	-	-	-	-	-	-	-	-
Membership Dues and Fees	-	417	(417)	1,091	1,250	(159)	5,000	3,909
Office Services and Supplies	5,831	11,667	(5,836)	31,251	35,000	(3,749)	140,000	108,749
Computer Equipment	-	1,667	(1,667)	300	5,000	(4,700)	20,000	19,700
School Resource Officer	16,612	5,725	10,887	16,612	17,175	(563)	68,700	52,088
Travel (workshop registration, lodging, etc.)	-	2,083	(2,083)	-	6,250	(6,250)	25,000	25,000
Total School Administration	62,261	60,847	1,414	171,729	182,541	(10,812)	730,163	558,434
Facilities Acquisition and Construction								
Building Lease	-	-	-	-	-	-	-	-
Land	-	-	-	-	-	-	-	-
Total Facilities Acquisition and Construction								
Fiscal/HR Services								
Contracted Finance	-	-	-	-	-	-	-	-
Contracted Human Resources and Payroll	-	-	-	-	-	-	-	38,000
Bank Fees/ Processing Fees	305	333	(28)	564	1,000	(436)	4,000	3,436
Total Fiscal/HR Services	305	333	(28)	564	1,000	(436)	4,000	3,436
Central Services								
Dues and Fees	-	1,083	(1,083)	-	3,250	(3,250)	13,000	13,000
Total Central Services		1,083	(1,083)		3,250	(3,250)	13,000	13,000
Operation of Plant								
Salaries								
Custodians	2,083	4,167	(2,083)	6,250	12,500	(6,250)	50,000	43,750
Total Plant Personnel	2,083	4,167	(2,083)	6,250	12,500	(6,250)	50,000	43,750
Retirement	63	125	(63)	188	375	(188)	1,500	1,313
Social Security	205	317	(111)	616	950	(334)	3,800	3,184
Health Insurance (includes dental, life, etc.)	600	1,200	(600)	1,800	3,600	(1,800)	14,400	12,600
Workers' Compensation	-	9	(9)	10	28	(19)	113	103
Unemployment Compensation	-	13	(13)	-	40	(40)	161	161
Communication	1,581	-	1,581	7,330	-	7,330	-	(7,330)
Water and Sewage	1,680	1,667	14	4,048	5,000	(952)	20,000	15,952
Garbage	173	417	(244)	982	1,250	(268)	5,000	4,018

Gray Collegiate Academy
Revenues and Expenses - Budget to Actual
Management Use Only

For the
Three Month Ended September 30, 2020

Month of September 2020

YTD

	Actual	Budget	Variance	Actual	Budget	Variance	Annual	Remaining Budget
Other Purchased Services								
Custodial Services (contracted)	5,248	5,000	248	14,248	15,000	(752)	60,000	45,752
Fire/Security Alarm Monitoring	1,570	-	1,570	1,995	-	1,995	-	(1,995)
Property Insurance	-	-	-	-	-	-	-	-
Electricity	6,169	9,167	(2,997)	17,634	27,500	(9,866)	110,000	92,366
Equipment	7,500	1,667	5,833	7,500	5,000	2,500	20,000	12,500
Capital Outlay	-	6,348	(6,348)	45,024	19,044	25,980	76,175	31,152
Total Operation of Plant	26,872	30,096	(3,224)	116,429	90,287	26,142	361,149	244,720
Maintenance of Plant								
Repairs and Maintenance	21,041	20,937	104	39,138	62,811	(23,673)	251,243	212,105
Supplies	789	2,917	(2,127)	2,838	8,750	(5,912)	35,000	32,162
Total Maintenance of Plant	21,830	23,854	(2,024)	41,977	71,561	(29,584)	286,243	244,267
Administrative Technology Services								
Supplies	-	-	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-	-	-
Computer Equipment/Servers	-	-	-	-	-	-	-	-
Software Leases	-	-	-	-	-	-	-	-
Total Administrative Technology Services	-	-	-	-	-	-	-	-
Debt Service								
Redemption of Principal	3,646	1,583	2,062	6,475	4,750	1,725	19,000	12,525
Interest	52,645	50,833	1,812	150,031	152,500	(2,469)	610,000	459,969
Fees	3,000	1,250	1,750	3,000	3,750	(750)	15,000	12,000
Total Debt Service	59,291	53,667	5,624	159,506	161,000	(1,494)	644,000	484,494
Student Transportation Services								
Vehicle Liability	1,292	625	667	3,241	1,875	1,366	7,500	4,259
	1,292	625	667	3,241	1,875	1,366	7,500	4,259
Athletics								
Salary	19,627	24,419	(4,792)	58,518	73,257	(14,739)	293,027	234,509
Bonuses	-	-	-	-	-	-	-	-
Supplies & Equipment	25,723	25,000	723	59,366	75,000	(15,634)	300,000	240,634
Transportation	50	4,167	(4,116)	262	12,500	(12,238)	50,000	49,738
Facility	750	3,333	(2,583)	750	10,000	(9,250)	40,000	39,250
Total Athletics	46,150	56,919	(10,769)	118,896	170,757	(51,861)	683,027	564,131
Total Budgeted Expenditures	450,625	461,196	(10,570)	1,253,390	1,383,587	(130,197)	5,534,346	4,280,956
Balance	63,964	54,195	9,769	185,631	162,586	23,045	650,345	464,714



**School Board Meeting
October 26, 2020
Principal Report**

Academic Update

***We have had some transition in our school, and Deidra Pompey (HS English) has taken a position as a Curriculum Specialist at Hopkins Middle. Erin Axson transitioned from 8th Science to HS English (which is consistent with her background). Catherine Wrighter, formally the marketing specialist, is now teaching the four sections of 8th Science. We will leave the marketing position vacant at this time, as Catherine has agreed to handle both roles until further notice.**

***Enrollment is currently 626. Our 45-day count was 621 because some of those students did not begin on the first day of school.**

***Peer Tutoring**

Still going well. We had over 60 students received tutoring this month, with appx. 30 tutors.

***SAT/ACT**

Our seniors took the SAT and ACT the past two weeks, testing they missed back in the Spring.

***Homecoming Week**

We had a very successful Homecoming two weeks ago and Senior Night will be here in two weeks. Coach Holmes will speak more about both events and the upcoming playoffs for Fall sports.

***Parent/Teacher Conferences**

We hosted many parents last week on Thursday from 4:00-7:00 and continued Friday 8:00-12:00.

Athletics

Football

The Varsity Football team clinched the Region 3-2A championship this past Friday night when #2 ranked Gray Collegiate beat #3 ranked Newberry 34-28. This also makes us a #1 seed in the playoffs. That improves their record to 5-0 and we travel to Oceanside, which is undefeated and ranked in the top ten in 3A this Friday at Johnson Hagood Stadium.(The Citadel). Next Friday will be the last regular season game at home against Legion Collegiate. It will be Senior night for our Football, Cheer, and Cross-Country athletes. They will be honored before the game.

Our Junior Varsity team is also Region Champs by beating Newberry 26-0 last Thursday. They are also undefeated and play Oceanside this Thursday at Midland Sports Complex at 6 p.m. Oceanside's JV team is also undefeated so both games Thursday and Friday should be some good ones.

Volleyball

Our Volleyball team has had another wonderful season as they too are undefeated in Region play and are the Region 3-2A champions. They too are the #1 seed and play at home tomorrow against St. Joe's at 6 p.m. Any tickets that are still available will be opened to the public Tuesday at 1 p.m. They are having an amazing season and looking to make a deep run in the playoffs. We had the Region player of the Year in Aamani Jones. Caylen Samuel, Demi Buff, Elizabeth Sligh, and Za'Niya Boyles also earned All Region honors.

Our JV volleyball team finished their last regular season last week with a big win over 5A Spring Valley. The JV team is also region champs as they finished region play undefeated as well. We are also proud of our 1st ever 8th grade team. They were fun to watch and did an amazing job as well. Our future looks bright.

Cross Country

Our Cross-Country teams have had another successful season as both the boys and girls team won the Region Championship. Senior Nate Lett was the overall top finisher and was Region Runner of the year. On the boys side Carlos Vasquez, Charlie Bozard, Noah Mitchell, and Thatcher Baughman were named to the All Region team. On the girls side Hannah Davis, Sofie Kasten, and Hope Green made the All-Region team as well. This Saturday both teams will be trying to qualify for the State Championship. It takes place at Crooked Creek in Chapin with the boys starting at 9 a.m. and the girls at 10 a.m. The top six teams will qualify for the State Championship on November 7th at the Sandhills Complex. Good luck to both teams.

Competitive Cheer

Our cheer team has been working hard and will be back to practice this week from a COVID issue. They have not had their first competition yet but they are looking to have their first one on November 7th at Dutch Fork High School. I know they are excited to get back on the mat. Our Spirit team which is run by Devin Bradley has done a great job at our football games. We want to thank Devin and Ali for all their hard work with the girls this year.