

Allegro Charter School of Music Board of Directors Monthly Meeting Agenda

June 11th, 2018 @ 4:30pm

120 Broad Street, Charleston, SC, 29401

Mission Statement: The mission of the Allegro Charter School of Music is to produce inspired thinkers and creative members of society through the infusion of music into an academically challenging environment.

In attendance, Andy Lyons, Michael Smith, Carl McCoy, Tanya Hanchon, and Lisa Chapman; absent Eleanor Smythe (Lisa Chapman agreed to take minutes in Eleanor's absence)

1. **Call to Order/Welcome/Introductions**, meeting called to order at 4:33pm
2. **Recited the Pledge of Allegiance**
3. **Andy Lyons read the Mission Statement**
4. **Approval of Agenda**

Carl McCoy made a motion to approve the Agenda, Lisa Chapman seconded the motion, and the Board agreed unanimously 5-0.

4. **Approval of May 14th and May 24th meeting minutes.** Andy Lyons made a motion that our minutes needed to include a little more detail than in previous minutes, to maintain transparency. Michael Smith was in favor of documenting the minutes a little more. Tanya Hanchon suggested that the minutes and all attachments be sent to the Board a little earlier, at least a week, so that the Board had ample time to review everything. Mr. Niekirk said that he could send out everything earlier except for the finances due to the end of the month reports. This report will be the only item sent to the Board later. Michael Smith asked Mr. Niekirk to attach a hard copy to the minutes and have available for the public. Mr. Niekirk agreed to do so. Andy Lyons asked if the Board was ready to make a motion to approve the minutes from May 14th and May 24th. Tanya Hanchon made a motion to approve the minutes. Andy Lyons seconded the motion, and the board agreed unanimous 5-0.
5. **Public Comment** - No one was present.
6. **Discussion of 2018-19 Handbooks** - 1st Reading only. Mr. Niekirk and his Leadership Team were present to propose several changes to the Student Handbook. First issue proposed was the dress code: include black pants/shorts & add all colors for button up shirts. Board asked if the school has a surplus of uniforms on hand to assist students/parents that may be in need. Mr. Niekirk assured Board that there is a surplus. He also ensured the Board that the Leadership Team is willing to assist in the enforcement of school attire at the beginning of the new school year.

The Second proposal presented was: change the current times for class, lunch, and between classes. A 9th period class will result from the change. The 9th period will be used for Academics/Groups/assistance. The Leadership Team will be responsible for the various programs. Time spent in class meets all CCSD requirements.

The Third issue proposed is the Discipline Hierarchy. The suggested change will be to implement a multitiered system of discipline before bringing issues to the Board. Implement an Intervention plan, and the Team would meet once a month to discuss

issues they are encountering. Tanya Hanchon requested that Mr. Niekirk, and the Leadership Team, clarify the members of the Team. She also requested that the detention times listed on page 21 be better defined and to review for/correct grammatical errors before the approval by the Board. Since this review of the Handbooks was a Reading only, the Board moved forward with the Agenda.

7. May Financial Report - Mr. Niekirk reviewed the attached report.

Carl McCoy made a motion to approve the May Financial Report, Lisa Chapman seconded the motion, and the Board was unanimous in favor 5-0.

9. Approval of the FY-19 Budget - Mr. Niekirk reviewed the FY18-FY19 Budget, YTD vs Annual Budget. Questions by the Board were: Michael Smith asked if the GA (pg. 2) included facility representation. Mr. Niekirk stated it did not. Michael Smith stated that the selection of the current financial firm has not been the best for the Charter School. Tanya Hanchon has also not been pleased with the firm. He suggested that the Board vote on keeping the current contract or hire a new firm. Mr. Niekirk stated that he contacted several firms and received an average price is \$55,000 for services and that our vote could potentially change the budget. Michael Smith stated that his position as Treasurer is that the increases in the Budget are warranted based on the figures Our fixed expenses are rent teachers, benefits. Tanya Hanchon made a motion to approve the Budget. Andy Lyons seconded the Motion, and the Board agreed unanimously 5-0.

10. Approval of 2018-19 Board Meeting Calendar

Board Members reviewed the calendar and it was noted that there was not a July meeting. There were not enough Board Members available to hold a July meeting. The Board agreed to hold another meeting on Tuesday, June 26th at 5:00pm. Andy Lyons asked if the future Board meetings should be held at 5:00pm instead of 4:30pm. Lisa Chapman made a motion to approve the 5:00pm Board meeting time change, and Michael Smith seconded the motion, and the Board agreed unanimously 5-0.

11. Review of the Facility Handbook. - it was realized that the Board did not review the Facility Handbook during the Handbook session. Mr. Niekirk advised there are only a few changes. Lisa Chapman asked what changed. Mr. Niekirk stated that the only changes were calendar dates and grammar. Tanya Hanchon asked a few questions, suggested a few grammar corrections, but wanted it noted that she had only been able to read up to page 55. So noted. The Board agreed to read the Handbooks prior to the next meeting. Since this was only a reading of the handbooks the Board moved forward with the Agenda.

12. Approval of KM Consulting Financial Services agreement - the Board reviewed the attached agreement. Michael Smith recommended the following changes: contract to be year to year and change the deficiency notification to 30 days, and to delete the auto renew. Michael Smith then informed that Board that Mr. Niekirk has been pleased with the firm and he suggested that Mr. Niekirk be held accountable for the agreement and report any correspondence with the Board. Michael Smith made a preliminary motion to approve the KM agreement upon the changes requested. Carl McCoy seconded the motion upon the changes, and the Board was unanimous 5-0.

13. Principle's Report - Mr. Niekirk reviewed the attached Principle's report. Reviewed the testing section and reminded the Board that Allegro has more testing due to the

school encompassing middle and high school testing requirements. Andy Lyons asked about the scores for the US History testing and Mr. Niekirk informed the Board that the grades were due to the US History teacher being out on FMLA for a portion of the school year and that the 11th grade class has half the number of students compared to other schools.

14. Executive Session

Tanya Hanchon voted to move the Board into Executive Session at 6:23pm. Andy Lyons seconded the motion, unanimous 5-0. The Board exited Executive Session at 7:22pm.

15. Adjourn

Michael Smith made a motion to adjourn the meeting. Andy Lyons seconded the motion, unanimous 5-0. Meeting adjourned at 7:23 pm.