

# CHARLESTON DEVELOPMENT ACADEMY PUBLIC CHARTER SCHOOL

## Governance Board Meeting Minutes

April 25, 2023



### ~ MISSION STATEMENT ~

*The mission of Charleston Development Academy Public Charter School is to provide a safe and nurturing environment that will encourage excellence and character-building initiatives in order to ultimately promote the personal and social development of motivated, responsible, and caring students.*

Meeting Minutes | Board of Directors Meeting

Tuesday, April 25, 2023 | 5:00 p.m.  
165 St. Philip Street, Charleston, SC 29403

#### **Call to Order:**

Chairman Michael Miller called the CDA Governance Board of Directors meeting to order at 5:09 p.m., subsequent The Pledge of Allegiance, reading of the CDA Mission and roll call of board members.

Board Members Present for all or a Portion of the Meeting: Mr. Michael Miller, Dr. Shawn Johnson, Mrs. Minnie Parker, Mrs. Cecelia Gordon Rogers, Mr. Reginald Graham, Mrs. Tanesha Martin, Mrs. Pleshette Grant, Dr. William Swinton, Jr.

Via Telephone: Mrs. Clarice Lemon

Excused: Dr. Conway Saylor

Guest Present: Mr. Robert Berman,

Pledge of Allegiance was recited by all members present

Opening reflections: Dr. William Swinton, Jr. - All things are possible for those that believe.

Mission Statement was recited by all members present

#### **The Adoption of the Agenda:**

- Add Board Training
- Dr. William Swinton made a motion, which was seconded by Mrs. Minnie Parker and passed unanimously, to adopt the agenda.

### Approval of Meeting Minutes:

- Mrs. Minnie Parker made a motion, which was seconded by Mrs. Cecelia Gordon Rogers and passed unanimously, to adopt the minutes as printed.

### Finance Committee – Mrs. Minnie Parker reporting for Dr. Saylor

- Beacon Bank has all the required signatures
- Discussion in reference to the A/C at the Middle School. \$175.00 was moved back to Beacon Bank. Those funds could be used repair or purchase a new A/C.
- Need to hear from Allen University with help on the A/C repair
- After a lengthy discussion it was agreed to table the budget because it don't include After-School or Summer School
- Mr. Watson spoke about Grants that are to come
- Review of Accounts shows a positive fund balance this year

Mr. Berman reviewed the following financial sheets:

- Balance Sheet
- Profit & Loss YTD Comparison
- Budget –vs- YTD Budget
- Profit & Loss Budget –vs- Actual
- Profit & Loss w/o Reid House Capital & Operating expenses
- Cash Flow Projection
- Profit & Loss by Class (Reid House)

Mr. Michael Miller asked, what kind of condition would we have been in if we didn't received the ESSER funds? Mr. Berman replied that we would have broke even.

Dr. Shawn Johnson stated that we are a non-profit so we can't make a profit each year. We paid off the bank loan for the renovation of the Reid House and also paid off the loan with the Housing Authority. ESSER funds were to combat COVID-19 and not for sustainability. We upgraded the PA System, added HAPA filter, hired a specialist to deal with the lost due to COVID-19. Additional cleaning system were put in place and purchased Chromebooks. These things put us at a level where we could continue to teach our children and help them to remain safe while learning. Afterschool started after Labor Day by designed and ended with Spring Break to push funds to this year's Summer-School. There are other avenues for students i.e., Kids on Point. Begin to look at afterschool a little smarter. Contacted South Carolina State University for Summer-school and also other grants.

Mrs. Cecelia Rogers asked about SCSU 1890 Summer Program. Dr. Johnson stated that we inquired about SmartAcademy but the only camp that they are offering is a Day Camp for raising 6th graders.

Start considering asking parents to pay for Summer School and After-school to off-set the cost of programming.

Mr. Miller recommended that we wait to hear from Allen University before acting on the A/C. Was the letter sent to Bishop Green, Mr. Miller stated that the letter has not been sent.

There was further discussion on the A/C replacement. Dr. Johnson stated that testing is coming up and we need an answer from Allen University. Mr. Miller inquired if we could move to another location for testing? Dr. Johnson stated that it's not quite that simple, we would have to officially inform the Stated Department of Education and the children would then be testing in an unfamiliar environment.

Mr. Graham suggested that we contact Allen University/Bishop Green about the signed lease and then inquire about the assistance in replacing the A/C.

Mr. Berman stated that ESSER funds were moved from A/C to computers. The ESSER Budget could be amended again if we need to purchase the A/C.

**Building Committee:**

A meeting was held last Friday with CCSD. As of today, CCSD doesn't have space for our middle school students. We are on the cabinet agenda - two weeks out. Burke has vacate rooms but not enough to accommodate CDA. There are no CCSD schools that have enough rooms that we could utilize.

Mr. Miller stated that we need to start looking from all angles. Perhaps moving the elementary school and putting the middle school back to Line Street.

Mr. Graham stated that Gates Charter School has been ordered to shut down. Gates is a Charter School for Dyslexic children located in North Charleston in the Tanger Factory Outlet Center area. Perhaps we could inquire about their building.

Mr. Miller stated that we will have to re-write our By-laws because staff members are no longer to be members of the board.

**Adjournment:**

There being no further business, and upon a motion by Mrs. Minnie Parker, which was seconded by Mrs. Cecelia Gordon Rogers, and approved unanimously, the Board meeting adjourned at 6:34 p.m.

Respectfully submitted,

Mr. Reginald C. Graham, Recording Secretary

Mr. Michael Miller, Board Chair