

Tall Pines STEM Academy Board Meeting Minutes
Meeting Date: July 21, 2022
Location: Tall Pines Campus – Camp Long, Aiken South Carolina
Commencement Time: 5 pm

Presiding: Michelle Lorio

1. Meeting Opening:

- a. Michelle Lorio called the meeting to order at 5:03 pm and Mandy Sims read the mission. Michelle Lorio called roll and a quorum was established.
- b. Meeting Attendance:
 - i. Present:
 - Tracie McBride, Phillip Dersham, Alisa Perry, Michelle Lorio, Mandy Sims, Wendy Dietzel, Sandy Blankenship, Stephen Lance, Lynda Barton, Kevin Vincent
 - ii. Absent:
 - Tim Meesseman, Jennifer Minolfo, Chasity McDaniel, Lori Mastromonico
 - iii. Public members: None

2. Old Business

- i. Sandy Blankenship - Confirm dates for upcoming Board training contacts and Michelle will provide information to board.
 - Sandy is awaiting a response on available training for board members.
- ii. Sandy Blankenship will email wording concerning board election terms, election process, including ballots and create a google form for electronic elections. Per May Meeting Minutes - Changes to Board member elections conducted through electronic ballots using google forms. Each student receives 2 parent votes. Board members receive one vote.
 - Discussed need for an appointed member to extend their term to avoid having a completely new board next session. Will confirm who at next meeting.
- iii. Need to correct the TPSA Website:
 - Board meeting Dates/times
 - Post meeting minutes after approved

3. Matters for Decision:

- a. Approval of May Meeting Minutes:
 - i. Tracie McBride motioned for approval. Alisa Perry seconded. Vote was unanimous with necessary corrections.
- b. Approval of monthly financials from May 2022:
 - i. Mandy Sims motioned for approval and Tracie McBride seconded the motion. All other board members approved.
- c. Mandy Sims made a motion to add an agenda item under Matters for Decision for the board to provide approval for Jason Eichelberger to assist with the financial report format. Tracie McBride seconded the motion.
 - i. Approval for Jason Eichelberger to access financial report to reformat the monthly financial report:

- ii. Mandy Sims motioned for approval and Tracie McBride seconded the motion. All other board members approved.
- d. Wendy Dietzel made a motion to add an agenda item under Matters for Decision to approve the 2022-2023 draft budget. Tracie McBride seconded the motion.
 - i. Approval of 2022-2023 budget:
 - ii. Wendy Dietzel motioned to approve the proposed budget and Alisa Perry seconded the motion. All other board members approved.
- e. Adjourn to Executive Session
 - i. N/A

4. Financial Update

- a. None for review

5. Matters for Discussion:

- a. Reviewed new financial statement format with Lynda Barton.
 - i. Need to revisit which categories can be combined (Field Trips, fund raising, etc.)
 - ii. Lynda clarified the flow of data and how it is placed into the final format
 - iii. Will consult with Jason to develop a more concise format
- b. Discussed 2022-2023 Draft Budget
- c. Fundraising Committee Update
 - i. New flooring in 5 classrooms has been completed

6. Matters of Noting:

- a. School/Principal's Update (Kevin Vincent)
 - i. During summer the goal was to identify needs and make improvements
 - ii. Safety & Security plan has been developed (memorable and portable plan)
 - I. Teachers will be trained on the ALICE program
 - II. Emergency Action Plan – major focus on communication
 - III. Lockout system to prevent access to classrooms in emergency
 - IV. Improved signage
 - iii. Grounds improvements
 - I. Sprinklers repaired
 - II. Lawn & hedge maintenance complete
 - III. Driveway and parking area maintenance complete
 - IV. Porch repairs
 - iv. Building maintenance
 - I. Floor cleaning
 - II. Flooring replaced in 5 classrooms
 - III. 5 classrooms painted
 - v. New Custodian hired
 - vi. "New gym" is nearing completion
 - vii. "Old gym" is being turned into special education classrooms
 - viii. New prefab bathroom brought in for additional students, will be finished in the fall
 - ix. Multiple other improvements around the campus
 - x. Need 1 math teacher for 6th grade

7. Meeting Finalization:

- a. Review actions to be taken:
 - i. Sandy Blankenship will email wording concerning board election terms, election process, including ballots and create a google form for electronic elections.
 - ii. Sandy Blankenship still working to confirm dates for upcoming Board training contacts and Michelle will provide information to board.
 - iii. Barbara Roberts will make additional corrections to the website.

Next Meeting:

- iv. August 18, 2022 at 5pm
- b. Comments:
 - i. None
- c. Meeting close:
 - i. Phillip Dersham motioned to adjourn the meeting. It was seconded by Alisa Perry and was unanimously approved. Meeting was adjourned at 6:15 pm.