### **Tall Pines STEM Academy Board Meeting Minutes**

### **Meeting Date: January 18, 2024**

### **Location: Tall Pines Campus – Camp Long, Aiken South Carolina**

### **Commencement Time: 5:06 pm**

Presiding: Mandy Sims

1. **Meeting Opening:** 
   1. Mandy Sims called the meeting to order at 5:06 pm. Michelle Lorio read the mission. Mandy Sims called roll and a quorum was established.
   2. Meeting Attendance:
      1. Present:

Michelle Lorio, Jennifer Minolfo, Lori Mastromonico, Mandy Sims, Kelly Schepens, Melissa McKnight, Joel Stewart, Cheryl Fogle, Jeremy Greene

* + 1. Absent: David Tamburello
    2. Public members: No public members

1. **Old Business:** 
   1. Reviewed new board member requirements/status
      1. Conflict of Interest policy was passed out to new board members.
      2. Background Checks: These sheets were passed out to complete and taken up at the end of the meeting.
      3. Mandy Sims went over the access to Google Drive and TPSA email.
      4. Mandy Sims checked in with new board members about the charter school training. New board members will submit their certificates to show completion.
      5. Signature Authority: Michelle Lorio will stay on the banking account. Joel Stewart will be added to the account. We will have two board members that will be able to sign checks. Lori Mastromonico will contact the bank to see what needs to be done to have this taken care of.
2. **Matters for Decision:**
   1. Approval of Meeting Minutes:
      1. November 2023
         * Kelly Schepens motioned to approve the November 2023 meeting minutes and it was seconded by Michelle Lorio. The vote was unanimous.
         * Michelle Lorio motioned to approve the September 2023 meeting minutes with corrections, and it was seconded by Jennifer Minolfo. The vote was unanimous.
      2. Joel Stewart voted to move Financials for October, November, December, and January to be viewed and voted for approval to the February meeting. All passed.
      3. Review of Board Term Limits for Current Board Members

They were reviewed and discussed. No Decision needed.

* 1. Executive Session
     1. None

1. **Matters for Discussion**
   1. Fundraising Committee Update
      1. We need to have a board member to report on outside money coming in for fundraising. Lori Mastromonico will report on what the school is doing in fundraising. Joel Stewart will oversee the money collected from fundraisers.
   2. Attendance Policy Updates:
      1. Lori Mastromonico shared valid concerns and feedback from parents. We reviewed the updated attendance policy. Tardies were taken out. Each student may have up to 5 absences with a parent note. The board will vote on an updated attendance policy at the February meeting. This updated policy will start in effect after board approval.
   3. 2024-2025 School Calendar
      1. This calendar goes by the Aiken County Public School calendar. The only difference is Parent Teacher Conferences will be on August 30 and October 21 will be Professional Development Day. Also, December 20th will be a half day and there will only be 2 ½ days at the end of the school year. The board will vote on the 2024-2025 school calendar at the February meeting.
   4. Board Member Attendance:
      1. The board discussed attendance. A board member can miss 2 meetings in a calendar year. Also, the meetings will be in person at Tall Pines. If you cannot attend, you may call in and listen on the phone but will not be allowed to vote.
   5. Audit Review:
      1. Joel Stewart found discrepancies in the narrative description of the audit. The financial part is correct. Lori Mastromonico will talk with Sandy Blankenship about this. Joel Steward will email audit to Lori Mastromonico and Mandy Sims with highlighted discrepancies.
   6. TPSA Lottery:
      1. The lottery will take place after our February 20th board meeting. It will be digital this year.
2. **Matters of Noting:**
   1. Principal/School Update:
      1. Athletics are growing strong. Glabra Pack is still in the lead. Soccer tryouts for boys is coming soon. PE is selling shirts as a fundraiser. Sewing Club is added and will start next week. There are upcoming field trips for 6th, 7th, and 8th grade. Students will be walking in the Black History Parade in Aiken on February 18th. Job Shadowing Day is coming up in February. There will be a community service day in March.
3. **Meeting Finalization:**
   1. Review actions to be taken:
      1. Mandy Sims will forward Cheryl Fogle the board meeting dates.
      2. Mandy Sims will add dates for board member training.
      3. Lori Mastromonico will send paperwork in to add Joel Stewart to checking account.
      4. Joel Stewart will email Lori Mastromonico and Mandy Sims the highlighted audit report.
   2. Comments:
      1. None
   3. Meeting close:
      1. It was motioned by Jennifer Minolfo to adjourn the meeting. It was seconded by Kelly Schepens

and approved. The meeting was adjourned at 6:37 pm.

Next meeting will be on February 20th at 5:00 pm.