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| **Greenville Technical Charter High School**  **Board of Directors Regular Monthly Meeting**  **Greenville Technical College Administrative Boardroom**  **09/17/2013**  **6:00 PM**  David Vickery, Board Chairman, called the meeting to order at 6:02 pm**.**  The following members of the board were present: Valerie Allen, Toni Atchley, Wanda Clark, Charlie Cox, David Flint, Joan Luthi, Henry Parr, Debbie Tucker, David Vickery and Jay Whitacre.  Ken Payne was excused from the meeting.  Also in attendance were Joe Greenberg, Ellen Pourmand, and Skip Snow.  The agenda was unanimously approved as written, attached as exhibit A.  **Approval of Minutes**  The minutes of the regular meeting held on August 20, 2013 were approved as corrected. A copy is attached as exhibit B.  **Unfinished Business**  Henry Parr reported he contacted an attorney at Womble regarding a bill sent to GTCHS which exceeded the three thousand dollar maximum approved by the previous board. The attorney said he was given verbal permission by the chairman and vice-chairman for the additional charges but will investigate and contact Mr. Parr.  **New Business**  **Principal’s Report**  The principal submitted his report in writing and responded to questions from the board concerning the report. A copy is attached as exhibit C. Henry Parr moved that the chair appoint a committee to work with the principal to develop his goals for the year. The appointed special committee will report to the board at the next monthly meeting. The motion passed.    **Capital Development and Facilities**  The committee met with members of the Phyliss Wheatley Center’s board in an attempt to come to agreement on the lease. A representative from the PWC will communicate their response to GTCHS’s request to alter the lease. Greer Middle College has not responded to GTCHS’s inquiry about purchasing the portable units they currently rent from us.    **New Board Member/Standing Committee Reassignments**  Ken Payne has accepted a position on the GTCHS’s Board of Directors, following the resignation of Carey Castle. The chairman moved that Ken serve on the Capital Development and Facilities committee and Joan Luthi now serve on the Appeals committee. The motion passed.  **Board Development and Governance**  The principal asked for consideration of allowing 1-2 non-voting student representatives to serve on the school board. The matter was referred to the committee. Jay Whitacre moved that the written descriptions of duties of each standing committee from the 2012-2013 GTCHS Board of Directors be accepted by the current board until revisions are made and approved. The motion passed. Charlie Cox moved that an ad hoc committee be appointed by the board chair to develop the board’s policies and procedures. Jay Whitacre, Valerie Allen, and Debbie Tucker were appointed to the special committee. The Greenville County Charter School Handbook will be used as a reference. By-laws and procedures for elections will be revised brought before the board for approval.  **Audit/Finance**  Auditors will meet with the committee prior to the next regularly scheduled board meeting. Then, the auditors will meet with the full board.  On behalf of the Audit/Finance committee, David Flint reported their recommendation to liquidate and disperse assets held in a brokerage account at TD Ameritrade. The current value of the assets is approximately $15,000. Discussion of the motion included designation of funds by donors must be identified and followed once liquidation occurs. Skip Snow will execute the sell order. The account will remain open. The motion carried.  Committee charged Joe Greenberg and Skip Snow to make appropriate arrangements so our accounts do not exceed FDIC requirements at any one institution.  The committee also recommended that the Policy and Procedures Committee set policies on future donations of assets such as automatic liquidation or holding.    **Instruction and Curriculum**  No report  **Executive Committee**  David Vickery suggested the board investigate and select an attorney to have for the school on an “as needed” basis. The matter was referred to the committee for recommendations.  **Executive Session**  The board moved into executive session at 7:56pm.  .**Adjournment**  Chairman David Vickery adjourned the meeting at 8:56pm. |
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