

Official Minutes-BOT Meeting of December 19, 2024

Meeting Call to Order 7:28pm; Pledge of Allegiance conducted by Board President.

In Attendance:

Mr. Bruce Williams, President, BOT
Mr. Lafayette Little-Avant, Vice-President, BOT
Mr. Frank Davis
Mr. Leroy Canady (with fragmented computer connection)

Mrs. Sheila L. Thorpe, Executive Director/Founder
Dr. Otis A. Richardson, Business Administrator/Board Secretary
Mr. Joseph Wenzel, Esquire, Board Attorney

Not Attending

Ms. Cassandra Davis
Ms. Emma Johnson, Treasurer

Visitor(s)

Mr. Michael Chiles, HS Principal

Welcome from Board President

Welcome to a Business Meeting of the Union County TEAMS Charter School Board of Trustees. It is our hope that you will find the meeting both informative and interesting. We thank you for taking the time to attend and be a part of this session. Please be advised that this and all meetings of the Board of Trustees are open to the media and public, consistent with the Open Public Meetings Act (Ch. 231 Laws of 1975), and that the advance notice required therein has been provided.

Session for Public Comments

Opened and closed by Board President with following statements:

“Any member(s) of the public wishing to speak may do so at this time.”

“Seeing that there is no person seeking to speak, the session for public comments is now closed.”

Approval of Minutes

Approve minutes of November 21, 2024

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

I. STATE OF THE SCHOOL

Executive Director’s Update

- Remedial Plan update was forwarded to OCRS on 12/4/24 reflecting progress to-date/ongoing modifications. **See Attachment A.**

- 2024-2025 SMART GOALS were presented and reviewed. **See Attachment B.**
- Recommendations for Transition Plan document (re: ED retirement effective 12/31/24) was presented and reviewed. **See Attachment C.**
- Enrollment was reviewed. –Total-307, IEP – 23; F/R – 250 (81.4%). **See Attachment D.**

II. PERSONNEL

1. Family Medical Leave

The Executive Director recommends, and I so move approval of unpaid leave of absences for the following staff according to UCTS, Policy 4150/4250 – Family Leave and Medical Leave:

- **Shelton Applewhite**, Permanent Substitute, teacher of StemScope and ICS for SPED students. This leave period is due to emergency surgery and recuperation, beginning November 11 and ending January 1, 2025, or until such time of doctor release, if longer. (No Compensation is required for this period; doctor’s notes are on file.)
- **Cynthia Bailey**, Instructional Aide/substitute secretary. This leave is due to knee replacement surgery which impedes her mobility and performance due to pain, beginning February 5, 2025, to continue until release from the doctor. Tentative date of return is April 30, 2025, or sooner. (No compensation is required for this period.)

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

2. Resignation

The Executive Director recommends, and I so move acceptance of the letter of resignation from Dawne **Shaw**, Permanent Substitute assigned to teach Performing Arts and ICS Teacher. The effective date is December 19, 2024, according to the contract.

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

3. Resignation of S. Thorpe, Executive Director

The board president recommends, and I so move, acceptance of the letter of retirement received August 19, 2024, from the Executive Director of UC TEAMS Charter School, Mrs. Sheila L. Thorpe. The effective date of retirement is December 31st, 2024. The Board of Trustees, staff and students want to thank Mrs. Thorpe for 20 years of dedication, commitment, and more importantly, her vision that has resulted in quality education for our children.

Motion made by B. Williams, seconded by L. Little-Avant.

Motion carried unanimously.

4. Retirement of K. Pellew, Asst. BA

The board president recommends, and I so move, acceptance of the letter of retirement received from Mr. Keith Pellew, assistant business administrator, UC TEAMS Charter School. Mr. Pellew has been an invaluable team member in our business office for over 14 years and the board would like to thank him for his unwavering dedication in assisting UC Teams in maintaining its financial strength. Mr. Pellew's retirement is effective December 31, 2024.

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

5. Resignation of F. Davis, BOT Member

The board president recommends, and I so move, the acceptance of letter of resignation from board trustee Mr. Frank Davis. The UC TEAMS board would like to thank Mr. Davis for three years of his volunteered time and dedication in furthering the mission of our school. The effective date of this resignation is December 31, 2024.

Motion made by B. Williams, seconded by L. Little-Avant.

Motion carried unanimously.

III. SCHOOL OPERATION

STEM After- School Program

The High School Principal recommends, and I so move approval of contractual Agreement with ArenaStem, LLC for provision of a STEM After-School Program (inclusive of Teacher Instruction Training) for the period of January 8, 2025, through March 31, 2025. This three-month program is designed to engage students and staff by using hands-on experiences that demonstrate academic applications of STEM subject matter areas (Science, Technology, Engineering and Mathematics). See attached proposal.

*Funding in the amount of \$34,800 will be provided via appropriation from line-item **Other Stipends-Variou**s of the 2024-2025 Revised Annual Budget.*

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

IV FINANCE

Finance Report

The Business Administrator recommends, and I so move adoption of the following financial reports:

-Secretary's Report for Period Ending 11/30/2024

-Treasurer's Report for Period Ending 11/30/2024

-Accounts Payable /Vendor Payments Report for 11/01/2024 through 11/30/2024

-Payroll Reports for 11/01/2024 through 11/30/2024

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

Adjournment

Board President called for adjournment motion.

Motion made by L. Little-Avant, seconded by F. Davis.

Motion carried unanimously.

The meeting was adjourned at 8:36 pm.

Next Meeting

Thursday, January 16, 2025, via Remote Access, in accordance with new State Legislative guidelines.

Submitted for the Public Record,

Otis A. Richardson, MBA, PhD, CSBA
Business Administrator/Board Secretary