

**Union County TEAMS Charter School**

**Official Minutes-BOT Meeting of January 20, 2022**

**Meeting Call to Order 7:00pm**; Pledge of Allegiance conducted by Board President.

**In Attendance:**

Mr. Clarence Beverly, President, BOT

Mr. Leroy Canady

Mr. Lafayette Little-Avant

Mr. Bruce Williams

Mr. Frank Davis

Mrs. Sheila L. Thorpe, Executive Director/Founder

Dr. Otis A. Richardson, Business Administrator/Board Secretary

Ms. Emma Johnson, Treasurer

Mr. Joseph Wenzel, Esquire, Board Attorney

**Not Attending:**

Mr. Reggie Piggee, Vice-President, BOT

**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 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 December 16, 2021**

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

***Motion carried unanimously.***

**I. SWEARING IN OF NEW MEMBER OF BOARD OF TRUSTEES**

Board President administered oath of office for Mr. Frank Davis.

## II. STATE OF THE SCHOOL

### Executive Director's Update

- Enrollment – total currently at 359 (see ED schedule from previous board meeting).
- VOL mode attendance at 88%; five (5) students in COVID quarantine.
- Dr. Sanchez (UCT Medical Director) had fall, surgery pending, extent of incapacitation (if any) unknown.
- Review of SBC sanitizing situation – looks like building not going to be ready by 1/24, ED suggested BOT may want to consider delaying return to school until 1/31 (in conjunction with logistical concerns/needs, re; implementation of new COVID Policy and protocols).

## III. GENERAL REVIEW OF PROPOSED COVID-19 POLICY

- Proposed Policy was assessed as being very good.
- Logistics of distribution of Rapid Test kits/summary of responses/results to be handled by school admin.
- Business office to provide kits to school admin on Monday, 1/24.
- ED proposal for distribution is to have parent/guardian pick-up.
- BOT resolved 1/31/2022 revision for *return to school* date.

## IV. SCHOOL OPERATION

### 1. Revision of School Calendar 2021-2022

The Executive Director/Founder recommends, and I so move approval of the revised calendar to reflect 181 actual student session days, revised half-day calendar, and designated High School Commencement Day. (See Attachment)

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

*Motion carried unanimously.*

### 2. Adoption of Board Policy for COVID-19

U C Teams Board Trustee Bruce A. Williams recommends, and I so move, adoption of a **UCTCS COVID-19 Policy**, as set forth by the document provided to BOT members on 1/13/2022, inclusive of applicable quarantine periods to be finalized via consultation with UCTCS Medical Director (Dr. M. Sanchez).

**Motion made by L. Little-Avant, seconded by L. Canady**

*Motion carried unanimously.*

## V. FINANCE

### 1. Revised Annual Budget for 2021-2022

The Business Administrator recommends, and I so move adoption of a **Revised Annual Budget for 2021-2022** in the amount of **\$6,076,306**, funded by **Revised State Aid** in the amount of **\$5,589,862**, **Special Revenues** in the amount of **\$246,058**, and **Appropriation from 6/30/2021 Fund Balance** in the amount of **\$240,386**. Required submittal includes 108-Line Budget Summary, Budget Narrative, and Cash Flow Schedule; due date for OCS receipt is NLT 2/5/2022.

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

*Motion carried unanimously.*

**2. Finance Report**

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

-Secretary's Report for Period Ending 12/31/2021

-Treasurer's Report for Period Ending 12/31/2021

-Accounts Payable /Vendor Payments Report for 12/01/2021 thru 12/31/2021

-Payroll Reports for 12/01/2021 thru 12/31/2021

**Motion made by L. Little-Avant, seconded by L. Canady.**

***Motion carried unanimously.***

**Adjournment**

**Board President called for adjournment motion.**

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

***Motion carried unanimously.***

**Meeting was adjourned at 8:25pm.**

**Next Meeting**

***Thursday, February 17, 2022, to be conducted 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