

**Richland One Middle College
School Board/Organizational Meeting Minutes
June 10, 2019
9:00am**

Board Members Present:

Ms. Christine Benson

Mrs. Beverley Leeper

Mrs. Jeanetta Scott, *District
Liaison*

Mrs. Doretha Glymph

Dr. Erica Fields

Mrs. Sandra Hackley

Board Members Absent: Ms. Tracy Dixon

Guests Present: Mr. David Lee (Prestige School Solutions), Ms. Christy Nicklauson (Prestige School Solutions)

Staff Members Present: Dr. Carla Brabham, Mrs. Teresa Niles, Mrs. Alisha Truesdale-Cotton

ORGANIZATIONAL MEETING

Dr. Carla Brabham called the meeting to order at approximately 9:18a.m. The meeting started with welcome and introductions.

The Board was given a Board Member Binder which included the Charter, Charter Law, Bylaws, Charter Contract, Annual Report and Robert Rules of Order. She proceeded with a charter overview which included the responsibilities of the board as outlined in the charter.

Dr. Brabham informed the group that the original charter called for a nine member board; however, Richland One Board of Commissioners voted to reduce the ROMC Board of Directors from nine to seven members. The Board is comprised of three Richland School District One Staff members, two Midlands Technical College (MTC) staff members, a parent and a community member. MTC elected to have their members serve as ex officio members. The community member will be elected by the ROMC Board of Directors.

The meeting continued with the swearing in of the Board. The Board members were sworn in orally and in writing.

Following the swearing, Dr. Brabham shared the duties and responsibilities of the Board Officers with the members. The offices are Chair, Vice Chair, Secretary, and Treasurer. Elections for Board Officers commenced.

Mrs. Beverley Leeper nominated Dr. Erica Fields as Board Chair. Mrs. Leeper made the motion to close the nominations for Board Chair. The motion was seconded by Mrs. Sandra Hackley. The motion carried for Dr. Erica Fields as Board Chair. Mrs. Hackley nominated Mrs. Beverley Leeper as Vice Chair. Mrs. Hackley made the motion to close the nominations for Vice Chair. The motion was seconded by Mrs. Doretha Glymph. The motion carried for Mrs. Beverley Leeper as Vice Chair. Mrs. Beverley Leeper nominated Ms. Christine Benson as Secretary. Dr. Erica Fields made the motion to close the nominations for Secretary. The motion was seconded by Mrs. Sandra Hackley. The motion carried for Ms. Christine Benson as Secretary. Dr. Erica Fields nominated Ms. Tracy Dixon as Treasurer pending her acceptance.

BOARD MEETING

ITEMS OF CONSIDERATION FOR APPROVAL

PRESTIGE SCHOOL SOLUTIONS (Formerly KM Consultants)

1. May Financial Reports

Ms. Christy Nicklauson reviewed the May financial report with the Board. Christy informed the Board of the roll over and the projected amount of \$517,000 to end the 2018-19 school year.

Dr. Erica Fields made the motion to accept the May Financial Report. The motion was seconded by Mrs. Sandra Hackley. The motion carried to accept the May Financial report as presented.

2. Proposed Budget 2019-20

The board reviewed and discussed the 2019-20 budget information. Dr. Brabham shared that the 2019-20 budget should include a technology upgrade. Christy shared that if the board votes on the proposed budget, adjustments can be made as needed.

3. Contract Renewal

Mr. David Lee shared the new Prestige School Solutions contract with the Board. The proposed cost per year is \$17,000 or \$125 per enrolled student with a 2.5% increase annually. The Board discussed the contract. Mrs. Scott proposed checking with Richland School District One's Finance Department to see if they could handle the accounting for ROMC. Mrs. Sandra Hackley motioned to table the contract to explore other options. The motion was seconded by Mrs. Beverley Leeper. The motion carried. It was noted by Dr. Fields that due to the limited time available to find someone to take over the ROMC accounting and in the event the Richland County School District One's Finance Department is unable to assist ROMC in the short time, the Board may need to accept Prestige School Solutions contract. The Board would then have a year to explore more options for ROMC accounting services.

2019 STAFF RECOMMENDATIONS

Dr. Carla Brabham presented the 2019-20 positions and recommendations to the Board. Dr. Brabham asked to have contracts signed for returning staff members.

Chairwoman Fields made the motion to accept faculty and staff positions and recommendations. The motion was seconded by Mrs. Beverley Leeper. The motion carried.

TECHNOLOGY UPGRADE REQUEST

Dr. Carla Brabham presented the five year technology replacement plan. A full replacement will take place during the summer/fall 2019/2020 of laptops, desktops, white boards and printers. The cost of these replacements will be taken from the fund balance. Thereafter, the annual replacement cost is projected at \$19,601. Chairwoman Fields made the motion for the technology plan to be accepted as presented. The motion was seconded by Mrs. Sandra Hackley. The motion carried.

UPDATE OF VITAL DOCUMENTS

Dr. Brabham reviewed the annual report, charter, Board Bylaws, Sponsorship Agreement with Richland School District One.

Dr. Brabham agreed to proceed with sharing the community the Board vacancy with Karen York in Communications as well as having it added to ROMC's website.

ADJOURNMENT

The meeting adjourned at 11:15am with the next meeting being scheduled for July 17, 2019 at 9:00 am. The Board agreed that starting in August 2019 they would meet the 2nd Wednesday of each month.