

**MINUTES OF THE BOARD OF DIRECTORS OF
SOUTHLAND COLLEGE PREP CHARTER SCHOOL, INC.
August 3, 2015**

The meeting of the Board of Directors of Southland College Prep Charter School, Inc. (the "Corporation") was held pursuant to notice as required by the Illinois Open Meetings Act, and said meeting was held as follows:

Date: August 3, 2015

Time: 6:30 p.m.

Place: Matteson School District 162
4601 Sauk Trail
Richton Park, IL 60471

Directors Present:

Ronald Bean, President
Alicia Rodman McCray, Vice President
Kevin Murphy, Secretary (entered at 6:40 p.m.)
Dr. Deborah Bordelon, Assistant Secretary
Dr. Blondean Y. Davis

Director Absent:

Dr. Vinni Hall

Also Present:

Robert Hall, attorney
Craig Englert
Zack Zayed

I. Audience to Visitors

No person attending addressed the Board of Directors.

II. Motion made by Director Bordelon and seconded by Director Rodman McCray to approve Policy Regarding Equal Educational Opportunities.

Upon the motion duly made, seconded, and carried by a voice vote of 4 YEAS, 0 NAYS:

RESOLVED, that the Policy Regarding Equal Educational Opportunities was approved.

III. Motion made by Director Bordelon and seconded by Director Davis to approve the budget for the 2015-2016 fiscal year.

President Bean noted there was a detailed explanation of the budget in the members' packets.

Craig Englert, Southland's Chief Financial Officer, discussed the budget. Mr. Englert noted that the budget included a contingency in the amount of \$150,000.00 for unforeseen expenditures. Mr. Englert also noted that the budget is based upon anticipated receipt of General State Aid based on a per capita tuition rate is \$16,916.00 per student, with an assumption of 500 students. Mr. Englert stated that Southland's projected revenue is \$9,212,485.00, with \$9,008,489.00 in projected expenditures. Mr. Englert also pointed out the portions of the budget document which include comparisons between the 2014-2015 budget and the 2015-2016 budget.

President Bean and Vice President Rodman McCray expressed their appreciation regarding the presentation and formatting of the budget, which were very clear.

Director Davis related that the number of special education students has increased and a new teacher has been hired to address this increase. Director Davis said that Ron Anderson, Southland's College Counselor, has made it a goal this year for Southland students to receive acceptances at additional Ivy League schools, including Brown, Dartmouth, and Harvard. Dr. Davis noted that the budget provides for the hiring of an additional English teacher, whose duties will include a particular focus on assisting Southland's students in developing their college application essays.

Upon the motion duly made, seconded, and carried by a voice vote of 5 YEAS, 0 NAYS:

RESOLVED, that the budget for the 2015-2016 fiscal year was approved.

- IV. Motion made by Director Bordelon and seconded by Director Murphy to approve the agreement with Kickert Bus Company to provide student transportation services.**

President Bean referred to the memorandum dated August 4, 2015 which was included in the Board's packet regarding the transportation matter. Mr. Bean noted that the proposed contract was for one year, with options to extend the contract for two additional years. President Bean related his view that transportation costs have been increasing so that it is beneficial to have such a contract with extension options.

Upon the motion duly made, seconded, and carried by a unanimous voice vote of 5 YEAS and 0 NAYS it was:

RESOLVED, that the agreement with Kickert Bus Company to provide student transportation services was approved.

- V. Motion made by Director Bordelon and seconded by Director Rodman McCray to approve the purchase of financial software.**

Mr. Englert discussed the need to upgrade the current accounting software, which does not have the capacity to address Southland's current needs regarding increased numbers of staff and students, nor the ability to track information that Southland must report to the Illinois State Board of Education and the Illinois State Charter Commission. Mr. Englert explained that he would he also be requesting that District 162 purchase new accounting software, and that the purchase of this software for both Southland and District 162 would result in significant savings in the training expenses relating to implementation of the new software. Mr. Englert said that he is recommending the purchase of Skyward financial software, as it is the most comprehensive and fits Southland's needs best. Mr. Englert stated that the conversion to the new software would occur in January 2016, and the initial cost of the software for Southland is approximately \$36,623.00, with an ongoing annual licensing fee of approximately \$3,563.00 during each of the first five years. Mr. Englert said there would be \$9,000.00 per year in savings because an outside payroll system would not be needed after the conversion to the new software.

President Bean noted that the governing statute does not require the Board to accept the lowest bid, but the most competent bid.

Upon the motion duly made, seconded, and carried by a unanimous voice vote of 5 YEAS and 0 NAYS it was:

RESOLVED, that the purchase of financial software was approved.

VI. Motion made by Director Murphy and seconded by Director Davis to approve the following personnel matters:

- a. At-will employment of Mr. Francis Grabowski as a teacher during the 2015-2016 school year, pursuant to the terms of an employment agreement to be entered on behalf of the Parties.
- b. At-will employment of Mr. Kevin Ryan as a teacher during the 2015-2016 school year, pursuant to the terms of an employment agreement to be entered on behalf of the Parties.
- c. At-will employment of Ms. Dana Snodgrass as a social worker during the 2015-2016 school year, pursuant to the terms of an employment agreement to be entered on behalf of the Parties.
- d. At-will employment of Ms. Christine White as a teacher during the 2015-2016 school year, pursuant to the terms of an employment agreement to be entered on behalf of the Parties.
- e. At-will employment of Mr. Kenneth Wilcoxon as a teacher during the 2015-2016 school year, pursuant to the terms of an employment agreement to be entered on behalf of the Parties.

- f. Part time, at-will employment of Ms. Cheryl Frazier to provide instruction to Southland students in the area of theater arts and to serve as speech/individual events coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- g. Part time, at-will employment of Ms. Maria Desoto to serve as a Cross-country coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- h. Part time, at-will employment of Mr. Steve Pellack to serve as a boys golf coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- i. Part time, at-will employment of Mr. Homer Thomas to serve as a tennis coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- j. Part time, at-will employment of Mr. Garry Colquitt to serve as a co-head volleyball coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- k. Approval of part time, at-will employment of Mr. Levertis Robinson to serve as head basketball coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- l. Part time, at-will employment of Mr. John Hill to serve as an assistant basketball coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- m. Part time, at-will employment of Mr. Brian Wales to serve as head boys bowling coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- n. Part time, at-will employment of Ms. Lorrie Clayton to serve as head girls bowling coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- o. Part time, at-will employment of Mr. Chawn Wilson to serve as head boys track coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- p. Part time, at-will employment of Mr. Enoch Benson to serve as head girls track coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.

- q. Part time, at-will employment of Mr. Leroy Haynes to serve as an assistant track coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- r. Part time, at-will employment of Mr. Ken Wilcoxon to serve as an assistant track coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- s. Part time, at-will employment of Ms. Catresa Travis to serve as an assistant track coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- t. Part time, at-will employment of Mr. Andrew Malone to serve as an assistant speech coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- u. Part time, at-will employment of Ms. Lauren Wells to serve as an assistant speech coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- v. Part time, at-will employment of Ms. Aeesha Alexander to serve as an assistant speech coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- w. Part time, at-will employment of Mr. Kawone Harris to serve as an assistant speech coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- x. Part time, at-will employment of Mr. Andrew Malone to serve as a group interpretation coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- y. Part time, at-will employment of Ms. Lauren Wells to serve as a group interpretation coach, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- z. Part time, at-will employment of Mr. Andrew Malone to serve as an assistant theater director, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- aa. Part time, at-will employment of Ms. Lauren Wells to serve as an assistant theater director, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- bb. Part time, at-will employment of Mr. Aaron Melko to serve as moderator of the anime club, pursuant to the terms of an employment agreement to be entered on behalf of the parties.

- cc. Part time, at-will employment of Mr. Arno Reichel to serve as moderator of the chess club, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- dd. Part time, at-will employment of Mr. Jay Filmore to serve as moderator of the guitar club, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- ee. Part time, at-will employment of Ms. Jaime Dauer to serve as co-sponsor of the interact club, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- ff. Part time, at-will employment of Mr. Eric Lites to serve as intramural moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- gg. Part time, at-will employment of Mr. Dan Hogan to serve as mock trial moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- hh. Part time, at-will employment of Mr. Brian Wales to serve as National Honor Society moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- ii. Part time, at-will employment of Mr. Jay Filmore to serve as National Honor Society assistant moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- jj. Part time, at-will employment of Mr. Eric Lites to serve as moderator of the technology club, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- kk. Part time, at-will employment of Ms. Erica Bartley to serve as yearbook moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- ll. Part time, at-will employment of Ms. Meghan Michaels to serve as yoga club moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- mm. Part time, at-will employment of Ms. Sherry Grutzius to serve as Model United Nations moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.

- nn. Part time, at-will employment of Ms. Sarah Berkey to serve as Model United Nations moderator, pursuant to the terms of an employment agreement to be entered on behalf of the parties.
- oo. Resignation of Mr. Kenneth Givens, teacher, effective July 7, 2015.
- pp. Resignation of Ms. Elise Hensler, teacher, effective July 28, 2015.
- qq. Resignation of Ms. Danielle Van Vliet, social worker, effective August 15, 2015.

Upon the motion duly made, seconded, and carried by a unanimous voice vote of 5 YEAS and 0 NAYS it was:

RESOLVED, that the personnel matters were approved.

VII. Motion made by Director Bordelon and seconded by Director Rodman McCray to approve the minutes of the meeting on May 18, 2015.

Upon the motion duly made, seconded, and carried by a unanimous voice vote of 5 YEAS and 0 NAYS it was:

RESOLVED, that the minutes of May 18, 2015 were approved.

VIII. Report from the Chief Executive Officer.

Dr. Davis related that the second session of summer school closed last Friday, July 31, 2015. Dr. Davis said that throughout the two sessions, summer school ran until 4:30 p.m., but staff did not leave until approximately 5:00 p.m., after the busses had gone. Dr. Davis said that she will re-assess whether this is the best schedule to serve the students' needs next year.

Dr. Davis advised the Board that there were 72 graduates from Southland's Class of 2014 and Class of 2015 who were employed by Southland this summer, which assisted the students in earning funds needed for college.

Dr. Davis noted that representatives of the Kappa Alpha Psi and Alpha Phi Alpha fraternities and the Alpha Kappa Alpha sorority were present in the library at the time of the Board's meeting, planning for mentoring sessions that the members of these groups will offer to Southland's 2014 and 2015 graduates. Dr. Davis advised the Board that the students will be matched with mentors who will be available to assist the students in addressing issues encountered in college.

Dr. Davis reported that Southland teachers will return on August 11, 2015 for professional development sessions and 152 freshmen will begin the year on August 14, 2015. Southland's sophomores, juniors and seniors will return on August 17, 2015. Dr.

Davis related that there also had been a freshmen academy this summer, and two Southland parent meetings are scheduled on August 12, 2015 and August 13, 2015.


Dr. Davis also informed the Board that Mr. Anderson, Southland's College Counselor, had selected nine seniors to participate in one on one tutoring to assist in their preparation for the ACT exam. Dr. Davis said that three of these students have scored above 30 on the ACT exam and the goal is to increase these students' scores on the exam. Dr. Davis told the Board that she will report regarding the nine seniors' progress on the ACT. Dr. Davis also advised the Board that Southland had petitioned ACT to be a test site and the petition was approved.

Regarding Southland's facilities, Dr. Davis advised the Board that Mark Walzcak, Director of Building and Grounds, and his crew will begin cleaning the carpeting when Southland closes on Friday.

Dr. Davis said she would contact Dr. Bordelon regarding a junior at Southland who has taken every math course the school has to offer. Dr. Davis stated her desire that this student would have the opportunity to take a college level course off-campus, and she thought that Governors State University might accommodate this request. Dr. Davis shared that this gifted student came to Southland from Huth Middle School and took honors level geometry during her freshman year at Southland.

IX. Director Murphy moved, seconded by Director Bordelon, to adjourn the meeting. The motion passed unanimously on a voice vote and the meeting adjourned at 7:05 p.m.

Dated this 21st day of September 2015.


Secretary/Assistant Secretary
Southland College Prep Charter School, Inc