

**CORPORATION FOR EDUCATIONAL PARTNERSHIPS
SPECIAL BOARD OF DIRECTORS MEETING MINUTES
December 8, 2020, 7:00 p.m.**

I. Call to Order

Robin Henderson, presiding: Meeting called to order at 7:03 pm

Members present: Robin Henderson, Kay Smith, Lori Stokes and Tim Allen in-person at the school. Gary Leonard virtually through Zoom.

Staff: Dr. John Schulz

Ms. Henderson welcomed the participants and opened the meeting. A Quorum was established. The Agenda was approved. MOTION: Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.

The minutes for the November 17, 2020 Board meeting were approved. MOTION: Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.

II. Dr. Schulz went over the following special session topics:

- a. Donor Search/Day of Giving- Donor Search's primary use is to locate alumni of SWA. Day of Giving is in place of ongoing fundraising throughout the year. Both are turnkey programs and are good for one year. Marketing budget is sufficient to cover these programs, but Dr. Schultz wanted to make the Board aware.
- b. Tentative January through March cohort plan was discussed. A new survey will go out and plan put in place with current information; understanding it could change based on statewide orders, etc.
- c. The updated Attendance Policy for staff was reviewed. A motion was made to approve the Policy. MOTION: Tim Allen, Seconded: Lori Stokes Vote: Approved by unanimous consent.
- d. School sign was reviewed and agreed upon. If ordered in December, there is a 10% discount. Discussion around cost of installation and electricity needed to run to the sign. Sign to be installed in location of current signage. A motion was made to approve the purchase of the sign. MOTION: Lori Stokes, Seconded: Kay Smith Vote: Approved by unanimous consent.
- e. Check Signing authority was discussed. A change was recommended to allow two internal/school signers to sign all checks up to \$2,500 and require at least one Board member and one internal/school signer to sign checks \$2500 and above. A recommendation was made to approve staff member Vickie Mangum to be an additional internal/school signer. A motion was made to approve the changes in check signing requirements and authority and to add the additional internal/school signer. MOTION: Gary Leonard, Seconded: Tim Allen Vote: Approved by unanimous consent.

III. Board entered closed session

At 7:24 PM the Board entered closed session to discuss personnel matters. MOTION: Lori Stokes, Seconded: Tim Allen Vote: Approved by unanimous consent.

IV. Announcements

The Board left closed session and entered into the open session at 9:02 PM. An announcement was made that SWA would begin winter sports according to the prescribed guidelines. Everyone was very excited to get this going again for the students.

V. Next Board Meeting

Ms. Henderson stated the next Board meeting will be held on Tuesday, January 26, 2021.

VI. Adjournment

Motion made to adjourn. MOTION: Tim Allen Seconded: Lori Stokes Vote: Approved by unanimous consent.

Robin Henderson adjourned the meeting at 9:03 pm.

Robin Henderson, President

DATE