



## **Oceanside Collegiate Academy Board Meeting**

**June 23, 2020, 4:00 p.m.**

580 Faison Road

Mount Pleasant, SC 29466

### **OUR MISSION**

Oceanside Collegiate Academy will serve high school students in a safe, small, family-centered setting who seek the opportunity and challenge of a rigorous curriculum, high academic standards, outstanding athletics while earning up to two years of college credit while in high school.

### **-AGENDA-**

1. Call to Order, Welcome & Pledge of Allegiance
2. Mission Statement – M. Arnsdorff
3. Approval of Agenda
4. Approval of Minutes 5-19-20 & 6-16-20
5. Public Comments/Introduction of Guest(s)
6. Principal Report – Brenda Corley
  - a. SC Lead Latest News
7. Monthly Financial Report – M. Miller/B. Corley
  - a. CARES Act Funding – B. Corley
  - b. Athletic Facilities – B. Corley/M. Arnsdorff
  - c. Building Repair and Maintenance- B. Corley
  - d. Staffing Matrix 2020-2021 – B. Corley
  - e. Budget Overview M. Miller/B. Corley
8. Action Items
  - a. 2020-2021 Budget
  - b. Board Officer Election Dates
9. Executive Session
  - a. Contractual
10. Possible Action Items from Executive Session
11. Adjournment

The official meeting of the board is by law a public meeting and the board values citizen input; however, to protect the integrity of the adopted agenda, public dialogue will be restricted to the 'Public Comments' section of the agenda or as directed by the board chairman.

- Each speaker has two minutes.
- Speakers may not ask questions of Board Members.
- Board Members may not engage speakers in discussion.
- Disruptive behavior is not permitted.
- Personal attacks aimed at students or staff are not permitted.
- Scurrilous, obscene, or recklessly defamatory language aimed at any Board Member is not permitted.

**Oceanside Collegiate Academy**  
**Virtual Board of Directors Meeting**  
**May 19, 2020**  
**2:00pm**

**Board members in attendance:** Marvin Arnsdorff, Gene D'Agostino, Nora Howard, Nicole Spencer, Pamela Leigh, Kira Perdue, Gary Nessler, Danny Johnson, Jeff Sebuck

**Staff in attendance:** Mike D'Angelo, Mike Miller, Eric Miller, Andy Patrick, Todd Helms, Brenda Corley

**Public Attendees:** none

The meeting was called to order at 2:00pm EST.

**Public Notice:** Brenda Corley. Public notice was given.

**Public Comments:** none

Mission state read by Marvin Arnsdorff. Oceanside Collegiate Academy will serve High School students in a safe, small, family centered environment who seek the opportunity and challenge of a rigorous curriculum, high academic standards and elite athletics while earning up to two years of college credit while in high school.

**Agenda:** A motion to approve the agenda was made by Gene D'Agostino and seconded by Kira Perdue. The motion was unanimously approved.

**Minutes:** A motion to approve the previous meeting minutes was made by Nora Howard and seconded by Jeff Sebuck. The motion was unanimously approved.

**Board Chairman Report:** Marvin Arnsdorff expressed appreciation of the entire OCA team for their efforts in keeping home learning on track and moving forward. He expressed his appreciation for the efforts put forth to have an in person graduation for the first class to attend OCA for 4 years.

**Financial Report: Mike Miller** – see attached report. Budget for 2020-21 is due to Erkin by July. The board will need to approve at June meeting. Planning can begin on future capital improvement projects. Mike Miller asked the board to authorize an investment policy to put funds in a low risk, short-term investment pool used by SC local governments in order to earn on interest. It will also require the consent form to be signed by the board chair. A motion to authorize Pinnacle to invest funds in a low risk, short-term investment pool was made by Gary Nessler and seconded by Nora Howard. The motion unanimously passed.

**Facilities: Eric Miller** A new site visitor policy is proposed to give better clarification to staff and visitors to the school. The policy is available in the student handbook. The new policy will be published on the school website and posted prominently at the main office. A motion to approve the new visitor policy was made by Nora Howard and seconded by Gene D'Agostino. The motion was unanimously approved. Because insurance companies are offering Covid-19 discount to policy holders, an application for a rebate on premiums from April 1-June1, 2020 has been filed.

**Principal Report: Brenda Corley** See attached report-Enrollment for 2020-21 is 694, 20 pending, 416 on the waiting list and 2 incomplete applications. Families are encouraged to do a school tour year round

and a virtual tour will be put on the school website. All coaches have been filmed for the website. Coaching staff changes and some HR changes. See report. Staff is considering a student honor board for next year. Graduation will be held June 1, 2020 at 5:30pm at Seacoast Church. Each family will receive 2 tickets. Coach Nate Green was remembered. Allen Holmes received a rating of 100% on the Erskine Special Education report card.

**Government Affairs: Andy Patrick** School/Student funding should remain the same until the legislature comes back in September to pass a new budget for Fiscal 2020-21. The Board meeting schedule was presented for next school year. Board elections will be held in September. A motion to amend the board-meeting schedule to add a meeting in September was made by Nora Howard and seconded by Pamela Leigh. The motion unanimously passed.

A motion to amend the agenda to add executive session was made by Gene D'Agostino and seconded by Kira Perdue. The motion unanimously passed. A motion to move into executive session was made by Gene D'Agostino and seconded by Kira Perdue. The motion unanimously passed. The board moved into Executive Session. A motion to come out of executive session was made by Kira Perdue and seconded by Gene D'Agostino. The motion passed unanimously. The board came out of executive session. No votes were taken during executive session.

**CEO report: Mike D'Angelo** The education model of virtual learning at our school has worked seamlessly during the Covid-19 Quarantine. Pinnacle is working on the possibility of virtual learning in the Fall 2020-21 Semester due to Covid-19. The next board meeting will be June 23 at 4:00pm at the school..

A motion to adjourn the meeting was made by Gene D'Agostino and seconded by Nora Howard. The motion unanimously passed. The meeting was adjourned.



**Oceanside Collegiate Academy**  
**Revenues and Expense Summary - Budget to Actual**  
**Management Use Only**  
**For the Nine Months Ended March 31, 2020**

	Month of May 2020			YTD			Annual	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Total Revenue	<u>581,258</u>	<u>582,825</u>	<u>(1,567)</u>	<u>6,108,644</u>	<u>6,411,071</u>	<u>(302,427)</u>	<u>6,993,896</u>	<u>885,252</u>
Classroom Instruction								
Wages and Benefits - Teachers	99,816	120,468	(20,652)	1,127,171	1,325,144	(197,973)	1,445,612	318,441
Classroom Equipment, Textbooks, Courseware and Tuition	6,379	17,250	(10,871)	116,441	189,750	(73,309)	207,000	90,559
Furniture, Computers and Capital Outlay	5,779	6,250	(471)	116,195	68,750	47,445	75,000	(41,195)
Total Instruction	<u>111,974</u>	<u>143,968</u>	<u>(31,994)</u>	<u>1,359,807</u>	<u>1,583,644</u>	<u>(223,838)</u>	<u>1,727,612</u>	<u>367,805</u>
Instructional Support Services								
Wages and Benefits - Instructional Support	8,107	10,267	(2,159)	100,269	112,936	(12,667)	123,203	22,934
General Support Services								
Legal, Audit and Insurance	13,250	7,958	5,292	100,391	87,542	12,849	95,500	(4,891)
General Administration								
Pinnacle Management	71,869	82,500	(10,631)	907,500	907,500	-	990,000	82,500
School Administration								
Wages and Benefits - School Administration	36,151	36,367	(216)	424,830	400,038	24,792	436,405	11,575
Office, Marketing and General	16,616	15,583	1,032	234,063	171,417	62,646	187,000	(47,063)
Total School Administration	<u>52,767</u>	<u>51,950</u>	<u>816</u>	<u>658,893</u>	<u>571,455</u>	<u>87,439</u>	<u>623,405</u>	<u>(35,488)</u>
Facilities Acquisition and Construction								
Building and Fixed Equipment	-	-	-	719	-	719	-	(719)
Total Facilities Acquisition and Construction	<u>-</u>	<u>-</u>	<u>-</u>	<u>719</u>	<u>-</u>	<u>719</u>	<u>-</u>	<u>(719)</u>
Fiscal/HR Services								
Total Fiscal/HR Services	9,589	9,083	505	100,246	99,917	329	109,000	8,754
Operation of Plant								
Wages, Benefits, and Subcontractor - Plant	5,451	6,582	(1,131)	82,342	72,406	9,936	78,988	(3,354)
Supplies, Utilities, Phone, and Insurance - Plant	11,822	42,458	(30,636)	371,345	467,042	(95,696)	509,500	138,155
Total Operation of Plant	<u>17,273</u>	<u>49,041</u>	<u>(31,767)</u>	<u>453,687</u>	<u>539,447</u>	<u>(85,760)</u>	<u>588,488</u>	<u>134,801</u>
Administrative Technology Services								
Total Administrative Technology Services	-	-	-	-	-	-	-	-
Debt Service								
Total Debt Service	62,458	90,000	(27,542)	976,573	990,000	(13,427)	1,080,000	93,763

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**For the Nine Months Ended March 31, 2020**

	Month of May 2020			YTD			Annual	Remaining Budget
	Actual	Budget	Variance	Actual	Budget	Variance		
Student Transportation Services								
Total Student Transportation Services	-	-	-	-	-	-	-	-
Athletics								
Total Athletics	<u>44,403</u>	<u>91,591</u>	<u>(47,188)</u>	<u>744,528</u>	<u>1,007,504</u>	<u>(262,976)</u>	<u>1,099,095</u>	<u>354,567</u>
Total Budgeted Expenditures	<u>391,690</u>	<u>536,359</u>	<u>(144,668)</u>	<u>5,402,614</u>	<u>5,899,944</u>	<u>(497,331)</u>	<u>6,436,303</u>	<u>1,024,026</u>
Balance	<u><u>189,567</u></u>	<u><u>46,466</u></u>	<u><u>143,101</u></u>	<u><u>706,030</u></u>	<u><u>511,127</u></u>	<u><u>194,903</u></u>	<u><u>557,593</u></u>	<u><u>(138,773)</u></u>

# OCEANSIDE COLLEGIATE ACADEMY

## *MAY 2020 FINANCIAL SUMMARY*

**Revenue** totaled \$581,000 for the month of May 2020. This compares to budgeted revenue of \$583,000 or \$2,000 under budget. Revenues received from the State were approximately \$9,000 over budget for the month. However, we were below budget on student and athletic fees (\$10,000 under) due to COVID 19 closures. Year to date we are under budget and are projecting to be slightly under budget at the end of the year. However, our costs are also running less than expected and should offset our revenue shortfall.

**Expenses** for May totaled \$391,000. This compares to total budgeted expenses of \$536,000 or \$145,000 under budget. There were no large expenditures in May and we were still substantially under budget due to the reduction in activity with school closures. For the year to date, expenses are under budget by \$497,000. However, bonuses in the amount of \$322,000 were paid to staff on June 15, 2020 and this will substantially increase expenses in the final month of the year. We should be under-budget on expenses at the end of the year even with the bonus payment.

**Net Profit** for the month was \$189,000. This compares to budgeted profit of \$46,000 or \$143,000 over budget. Year to date we have a profit of \$706,000 compared to a budgeted profit of \$511,000. When we finish the year, we will be well over budget - with June projected to be at about a break-even because of bonus payments.

**Operating cash balances** decreased by \$146,000 since last month. The operating cash balance was \$2,197,000 as of June 15, 2020. This represents 134 days of cash on hand. The decrease in cash for the month was the result of profits earned during this time period, offset by the bonus payout of \$322,000 on June 15.

**Principal's Report**  
**6-23-20**

**Enrollment**

- 694 Enrolled (20 offers pending)
- End of Year meetings for current and/or new students based on grades/discipline/attendance
- Current wait list - 300

**Human Resource**

- One vacancy for General Science (Bio and Chem)

**Academics:**

- Rising Senior, Junior and Sophomore schedules have been sent
- Oceanside Honors Board Update

**Culture:**

- Faculty on summer break
- Staff working on reduced summer office hour schedule

**Athletics:**

- HSL Guidelines
- HSL Update