

## Liberty Tech Charter School

119 Price Road, Brooks, GA 30205

[www.libertytechcharter.com](http://www.libertytechcharter.com)

770-461-0005

"We are Mavericks, facing the future with the goal of changing the world."

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**Draft: 11/16/20**

**Approved: 12/14/2020**

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## Board Meeting Minutes

### **Date and Time**

Monday, November 16 at 7:00 PM

### **Location**

Conference call line: **Zoom link:** <https://zoom.us/j/99593704329?pwd=WSswTVVLeEk5WE13OVk2cFpaWGQ2dz09>  
*Meeting ID: 99593704329.* In accordance with Georgia's open meetings requirement, a notice of this meeting has been posted on the school website and the school newsletter. The reason for this meeting being a teleconference was due to the COVID19 safety precautions.

### **Directors Present**

Todd Levin, Esther Goss, Kenneth Hamner, Tony Tringale, Kenneth Hamner, Vimal Patel, LaShondra Storr, Jametria Floyd, Andrea Ferguson

### **Directors Absent**

*None*

### **Ex-Officio Members Present**

*None*

### **Non-Voting Members Present**

*Melissa King, Tyler Willis*

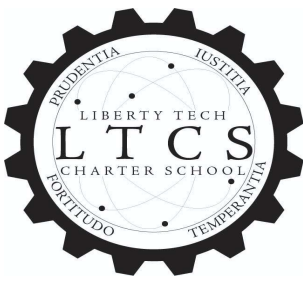
### **Others Present**

*Wendy and Samuel, Yolonda Washington. All guests were present remotely.*

**Teachers & Staff:** *Joyce Christy, Tyler Willis, Heather Peacock, Shondra Rosier, Veronica Umstattd, and others were identified by user ID or phone number only on the online recording so names could not be determined.*

## **I. Opening Items**

### **A. Welcome/Record Attendance**



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## B. Call the Meeting to Order

Todd Levin called the regular Board meeting of the Board of Directors of Liberty Tech Charter School to order on Monday, November 16th, at 7:00 PM

**Zoom** conference call noted above. Andrea Ferguson seconded the motion. Vote: Yea:8, Nay: 0, Absent:0. Motion passed.

### Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye

## C. Approve Minutes

**October 26th minutes** - Todd motioned that we approve the October 26th minutes be approved as written. Kenneth Hamner seconded the motion. Vote: Yea: 8, Nay: 0 Absent: 0. Motion passed.

### Roll Call

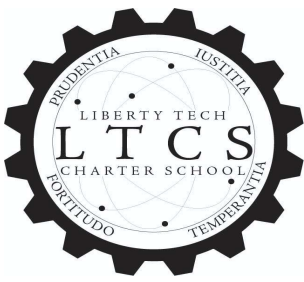
T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye

## D. Approve Agenda

Todd Levin motioned to approve the agenda. Esther Goss seconded the motion. Vote: Yea: 8, Nay: 0, Absent: 0. Motion passed.

### Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye



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V. Patel

L. Storr

J. Floyd

K. Hamner

Aye

Aye

Aye

Aye

### E. Public Comment

At 7:05 PM, Todd Levin opened the meeting for Public comment. Secretary, Andrea Ferguson acknowledged that no public comment was received via the Board email address prior to the meeting, nor in the meeting chat window prior to this portion of the meeting. Todd Levin made one last open request for Public Comment and then moved to the next section of the meeting.

## II. Discussion Items

### A. PTO Report

PTO not present at this portion of the meeting. No report.

### B. Principals Report

**Dashboard data:** Year to date enrollment is 416, 12 withdrawals, 77 students on waitlist. Daily attendance rate for October was 95%.45 includes virtual and in-person attendance. State Charter goal is 95% or higher. Nine counties represented with the current enrollment. Todd Levin asked about academic performance overall.

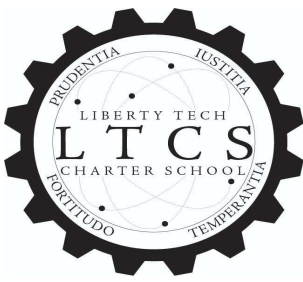
### Financial sustainability (October):

- State Revenue\$349,861.00/\$349,901
- Supplemental Revenue: \$0/\$3,516.77
- Total Revenue: \$349,861.00/\$353,417.77; Expenses: \$385,516.78/\$339,550.95
- Fund Balance: (\$28,545.58)/ (\$13,866.82); Cash Balance: \$2,615,243.19
- Fundraising/Contributions: \$527.88 (YTD: \$1,363.95)
- Facilities grant: paperwork with proposed budget was submitted for this grant.

### School Update:

All students participating virtually through 11/18/20 due to a few COVID cases.

All Brick and Mortar students will in-person learning on Monday , November 30



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Retraining on COVID safety protocols, Fogging of class rooms exposed to COVID-19.

School Health Specialist and Assistant will continue doing classroom evaluations to ensure mitigation measures are properly carried out.

School Health will continue to work with DPH on a daily basis.

Virtual option will be extended through January 29, 2021. We ask that this extension be reserved for medically fragile students..

Firmly believe best place for students to learn is in the building.

All students will return to in-person learning on February 1.

All LTCS safety protocols and precautions will remain in effect.

### **I-Ready Fall Data:**

The diagnostic given in mid-September. Teachers use I-Ready to create "my path" which takes the students data and determines a growth placement, similar to math. In the myPath students can logon and work on assignments in the areas where they need help to grow or topics teachers currently working on.

### **C. Committee Updates**

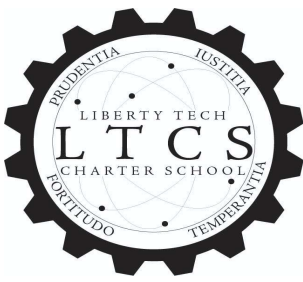
#### **Academic Committee: Todd Levin**

- I-Ready: reviewed the data presented by Mrs. King earlier. The Committee will ensure goals are in place and how those goals are linked to performance and targets for the goals.

#### **Governance Committee: Kenny Hamner**

### **Recruitment**

- 1 new person has expressed interest in joining the Board (Kristi Hardeman)
- Recruitment promotion - Board-driven opportunities
  - Leverage personal networks
  - Solicit businesses
  - Link in email signatures
  - Virtual recruitment (Early 2021)
- Recruitment promotion - School-driven opportunities
  - Email LTCS list
  - Promote on Facebook page



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○Leverage board banks

- - Recruitment promotion - Paid opportunities
  - Join the Fayette Chamber Of Commerce
  - Run Facebook ads

## Charter Renewal

- SCSC announced in an email we've rechartered
  
- Vimal coordinating providing additional paperwork to finalize recharter

## SCSC Required Training

- Complete modules (8 hour credit)
- Attend live session (4 hour credit)

## Additional Upcoming Governance Tasks

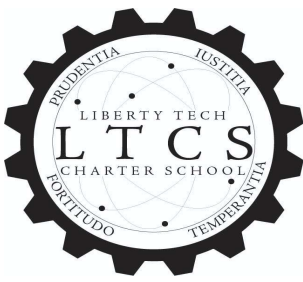
- Board Off-Site Meeting (Todd leading)
- Reorganizing board documents
- Revisit Zoom set-up
- Update language to remove HS references & break into smaller documents
- Creating roles & responsibilities for board & school leader positions
- Writing our elevator pitch

## Board Tasks

- Adding committee agendas & minutes to the site
- Updating email signature lines

## Next Governance Meeting

- November's governance meeting is cancelled
- Next meeting = December 17th at 8pm



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### Development Committee: Andrea Ferguson

#### Grant research

Prioritizing grants for the school with Mrs. King

- Key item to utilize funding for is Buck Institute project based learning training.
- Ms. Christy created and sent a grant survey to all staff ; results are Orton Gillingham training use title II funds to support the training in this area. One to two teachers per grade level and then train the trainer to ensure all getting same level of professional development.
- Greenhouse – split down the middle; help needed to replace the greenhouse
- Outdoor classroom – help needed to update the area
- Business showcase for Winter – being looked into further.
- Strategic plan – now that vision and mission have been updated need to update this plan will look into for second half of year.

#### Staff Appreciation Ideas

##### Thankful for you - Holidays

- A google form will be created to collect parent submissions to thank our teachers for their hard work. The responses will be collected and shared via social media to show appreciation to all teachers and staff.
- Krystal Black working on a local business connection for an appreciation idea.
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Move mobile app launch to December/January.

#### Finance Committee: Esther Goss

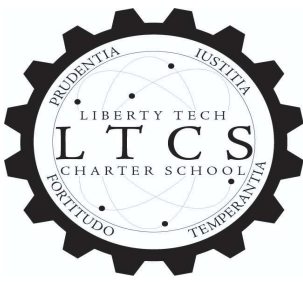
- **November Finance Meeting:** Bond insurance /surety bond – Esther looking into this for our Charter Renewal efforts.
- **Next Finance Committee meetings will be held** 12/9/20 due to the changes in the Board meeting dates for December meeting.

**E. Executive Session:** Mrs. King had items to be discussed in the Executive session review minutes from 10/26/20 meeting. Todd motioned that move to Executive session. Esther Goss seconded the motion. Vote: Yea: 8, Nay: 0 Absent: 0. Motion passed.

The Board moved into Executive session at 8:09PM for the purposes of discussing personnel related issues.

#### Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye
K. Hamner	Aye
V. Patel	Aye



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J. Floyd

L. Storr  
Aye

Aye

## IV. Closing Items

### Executive session outcome

Tony Tringale made a motion to adjourn the Executive session and return to the main session. Esther Goss seconded the motion. Vote: Yea: 8, Nay: 0 Absent: 0. Motion passed.

### Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye
M. King	(non-voting member)

The Board returned to the conference call main room at 8:30PM. The Executive session outcome was approval of 10/26 Executive Board minutes.

## V. Key Action Items

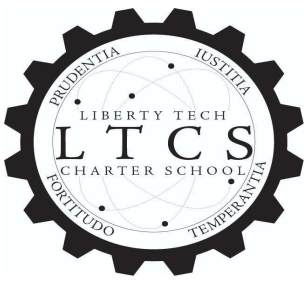
## VI. Adjourn Meeting

Todd Levin made a motion to adjourn the meeting. Andrea Ferguson seconded the motion. The board VOTED unanimously to approve the motion.

### Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
T. Tringale	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:34PM.



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**Online meeting link:** due to the meeting being conducted online each meeting has been recorded. The recording for this meeting can be found at [Zoom Minutes111620 \(before executive session\)](#) .

Respectfully Submitted,

Andrea Ferguson  
Secretary