

Liberty Tech Charter School

119 Price Road, Brooks, GA 30205

www.libertytechcharter.com

770-461-0005

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

Draft: 04/26/2021

Approved:

Board Meeting Minutes

Date and Time

Monday, April 26 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

Eric Ochsner, Vimal Patel, LaShondra Storr, Kristi Hardeman, Heather Ambrosio, Eric Walker ,
Jametria Floyd, Khina Starr, Kenneth Hamner, Lauren Conway, Andrea Ferguson

Directors Absent

Esther Goss

Ex-Officio Members Present

None

Non-Voting Members Present

Melissa King, Tyler Willis

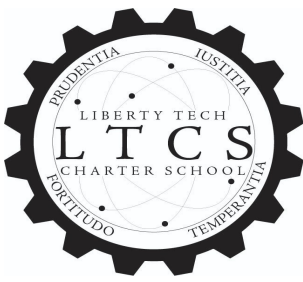
Others Present

Manda Lott, Kristal Black, Yolanda Washington all guests were present remotely some by phone number only.

Teachers & Staff: *Joyce Christy, Tyler Willis, 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

Eric Ochsner called the regular Board meeting of the Board of Directors of Liberty Tech Charter School to order on Monday, April 26, at 7:02 PM

Zoom conference call noted above. Andrea Ferguson seconded the motion. Vote: Yea:9, Nay: 0, Absent:2. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Absent
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye
K. Hardeman	Aye
E. Walker	Aye
K. Starr	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

C. Approve Minutes

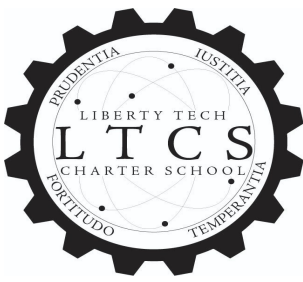
March 22nd minutes – Eric Ochsner motioned that we approve the March 22nd minutes be approved as written. Vimal Patel seconded the motion. Vote: Yea:9, Nay: 0 Absent: 2. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Absent
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye
K. Hardeman	Aye
E. Walker	Aye
K. Starr	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

D. Approve Agenda

Andrea Ferguson provided update requests to the agenda to add the following:



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The items that were updated include State of the School address, Dell Chromebook order, 8th grade bridging ceremony, FY20-21 budget amendment, and CEO role changes. Eric Ochsner motioned to approve the amended agenda topics. Vimal Patel seconded the motion. All were in agreement. Vote: Yea: 9, Nay: 0, Absent: 2. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Absent
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye
K. Hardeman	Aye
E. Walker	Aye
K. Starr	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

E. Public Comment

At 7:04 PM, Eric Ochsner opened the meeting for Public comment. Secretary, Andrea Ferguson acknowledged that no public comment were received via the Board email address prior to the meeting pertaining to the proposed FY20-21 budget amendment, FY22 Budget, no general agenda items.

Eric Ochsner made one last open request for Public Comment and then moved to the next section of the meeting.

II. Discussion Items

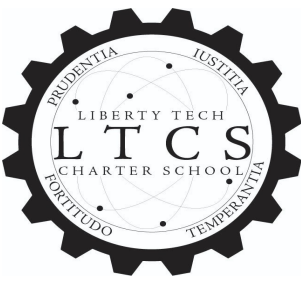
A. PTO Report

Celesta McGee updated that the PTO Board has several open positions for the FY21-22 school year. Please email lcspto@gmail.com if interested.

B. Principals Report

Dashboard data:

Attendance: SCSC Goal - 95% - LTCS:96.02% for March



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- Grade levels below the 95% Goal: 2nd
- Grade-94.98%; 8th Grade-92.79%

Lottery Results

→ 2021-2022 Waitlist (After Kindergarten & 2nd Grade spots were filled.)

Grade	K	1	2	3	4	5	6	7	8	Total
Total:	13	20	25	8	19	6	16	8	4	119

→ 2021 Staff Retention: 100% (Updated on the March dashboard)

C. Staffing Update:

- Staff Not Returning:
 - Sharon Brooks
- Staff Update:
 - Heidi Bancroft, our Lunch Specialist, will move to FT to assist in the front office in the mornings and afternoons.
- Katie Lozano will be leading a learning lab for K-5 Graders.
- New Kindergarten Teacher:
 - Anna Mayhew
- New Teacher's Assistant:
 - Kelsi Hamele
- Currently hiring for the following positions:
 - 6/7 History Teacher
 - 6/7 ELA Teacher
 - Media Specialist
 - P/T After School Director (20 hours)

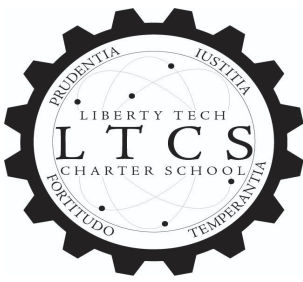
D. Financial sustainability (March):

Budget/Actual

- State Revenue: **\$349,861.00/\$371,249.00**
- Supplemental Revenue: **\$0/\$6,011.00**
- Total Revenue: **\$349,861.00/\$377,260.00**
- Expenses: **\$381,763.00/\$349,846.00**
- Fund Balance: **(\$24,398.39)/ \$27,414.58**
- Cash Balance: **\$2,692,8757.61**
- Fundraising/Contributions: **\$441.17**

Financial Summary:

Teachers are wrapping up spending their classroom budgets for FY21.



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• With our remaining Technology budget, we will be ordering the following items:

- Chromebook Case Covers for all students
- 165 More Chromebooks (We are in the process of phasing out the Lenovo Chromebooks.) More and more Chromebooks are being returned damaged due to transporting them back and forth
- 3 Touch Screen Computers for our Special Education Department
- We will be ordering more class novel sets and leveled readers based on input from our teachers and Instructional Support Coach
- Grants received: \$51,740 for Local Education Agency (LEA) Bonuses -This was money for the \$1000 Retention Bonuses. Staff was paid the bonuses in the 4/15th paycheck.
- \$15,000 School Nurse Grant - Ordering needed health equipment & supplies
- Professional Development:
 - Project Based Learning - 2 Part Process working with Tyler Thigpen from The Forest School
- Admin Leadership Meetings/Trainings (7)- To tailor PBL for LTCS
 - Teacher Training - One full day training this year.

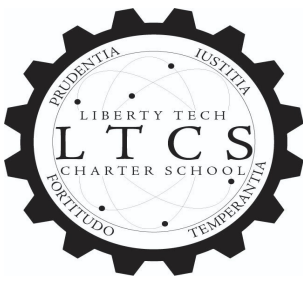
E. Georgia Milestones Assessment

All parents of 3-8 Graders have been sent a survey (Virtual and Brick & Mortar Students) for the option to have their child(ren) opt-out of taking the End of Grade (EOG) Georgia Milestones.

- For students who opt out, we recommend asynchronous, remote learning days on testing days. However, if students do come to the building, they will be supervised in a classroom with various grade levels.
- We recommend students taking the EOG Milestones to provide data on students and their grade level performance. The Milestones will NOT affect a student's progression to the next grade level.
- Testing Dates:
 - Tuesday, May 4 - ELA Section 1
 - Wednesday, May 5 - ELA Sections 2 & 3
 - Tuesday, May 11 - Math Sections 1 & 2
 - Thursday, May 13 - Science Sections 1 & 2 (Grades 5 & 8 ONLY)
 - Tuesday, May 18 - Social Studies Sections 1 & 2 (Grade 8 ONLY)

F. MAP Update:

When students took the Winter 2020 MAP Assessments in November 2020, MAP set up a growth goal for each student. The national average is that 50% or more of the students in a class will meet their growth goal. Our LTCS stretch goal is that 65% or more of the students in a class will meet their growth goal. **Table of MAP scores by grade shown below.**



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Spring 21 MAP Growth					Grade			
Homeroom	Math	Reading	Language		Grade	Math	Reading	Language
Lozano	63.20%	60%	n/a		Kindergarten	67.30%	66%	n/a
Van Gunst	71.40%	71.40%	n/a		First Grade	82%	82%	n/a
Edkins	82%	73%	n/a		Second Grade	52%	64%	61.60%
Porteous	82%	81%	n/a		Third Grade	69%	56%	73%
Peacock	46%	64%	52.40%		Fourth Grade	60%	61%	77%
Willis	58%	65%	70.80%		Fifth Grade	54%	57%	62.45%
Freeman	57%	59%	77%		Sixth Grade	61%	72%	64%
Langford	81%	52.20%	70%		Seventh Grade	54%	57%	56%
Griffin	48%	55%	82%		Eighth Grade	81%	52%	45%
Caldwell	72%	68%	72%		Total	64%	63%	63%
Cuello	52%	57%	72.70%					
Gable	57%	58%	52%					Equal or better than our stretch goal of 65%
Brooks	50%	74%	63%					Equal or better than the national average of 50%
Maupin	72%	70%	65%					Below the national average of 50%
Loveless	50%	50%	80%					
Tyburski	50.00%	63.60%	64%					
Phillips	50%	46%	23%					
Tonnis	67%	67%	58%					
Burns	81%	56%	44%					
Parks	81%	47%	47%					
Unweighted Average	63%	62%	62%					

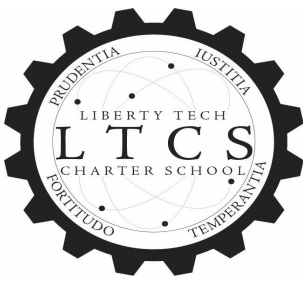
Dell Chromebook Order

The school requested the purchase of 165 Dell Chromebooks which will be used to replace aging Chromebooks. The Chromebooks have a three year insurance term. In addition, three touchscreen Chromebooks for the Special Education Department. These purchased will allow the school to phase out the old Lenovo and HP Chromebooks. For next school year and additional 140 Chromebooks would be purchased for next year. Khina Starr asked what will be done with the old Chromebooks. Mrs. King stated that the school will look into what can be done with the Chromebooks such as selling or donation to another organization due to them being purchased with state funds.

Eric Ochsner motioned that the schools request be granted. Andrea Ferguson seconded the motion. All were in agreement. Vote: Yea: 10, Nay: 0, Absent: 1. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye



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	J. Floyd	Aye
K. Hardeman	Aye	
E. Walker	Aye	
K. Starr	Aye	
H. Ambrosi	Aye	
E. Ochsner	Aye	

State of the School Address

Mrs. King has requested the Board to hold a state of the school address on Tuesday, May 11 at 7pm. The event would be live streamed via the school website. Andrea sent the link from the 2019-2020 state of the school address as an example to build the presentation in a shared file prior to the event. Committee chairs and Board presented would be presenting. Eric suggested that each Committee spoke for 5 minutes each on their goals and accomplishments for the year.

G. Committee Updates

Academic Committee: Eric Ochsner

MAP vs I-Ready was the main focus of the Academic Committee this month. Long-term not the best tool for the entire school. However, the differentiation that is part of the model is fed by the data from both systems. MAP is a better fit for the middle school because it provides the language usage data. The i-Ready system is a better fit for the elementary level students. There is still an opportunity to check the results to understand the pros and cons of both systems.

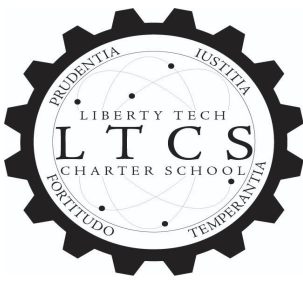
Governance Committee: Vimal Patel

Surety Bond (vote): Andrea typed up the document needed for the Board to review for the meeting. This bond is needed to complete the charter renewal application approval with the SCSC. One change was made to add that the meeting for April 26th was held virtually. Andrea will sign the document on April 27th with any changes voted on this evening. Mrs. King will provide the document to

Eric Ochsner motioned that Mrs. King and Andrea Ferguson to sign and execute the Surety Bond Corporate Resolution on behalf of Liberty Tech Charter School. Kenneth Hamner seconded the motion. All were in agreement. Vote: Yea: 10, Nay: 0, Absent: 1. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye



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	K. Hardeman	Aye
E. Walker		Aye
K. Starr		Aye
H. Ambrosi		Aye
E. Ochsner		Aye

Recruiting process – Dr. Stone is still going through the intake process. Lauren Conway completed all requirements of the process. She will need to be reviewed and voted on at tonight’s meeting.

Eric Ochsner motioned that Lauren Conway be added to the Liberty Tech governing Board, Vimal Patel seconded the motion. All were in agreement. Vote: Yea: 10, Nay: 0, Absent: 1. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye
K. Hardeman	Aye
E. Walker	Aye
K. Starr	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

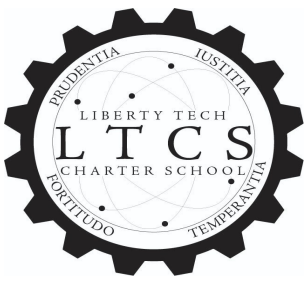
Meeting notes- Vimal incorporated a new agenda and notes document to one format. He would like the Committees to use the new format going forward.

Mentor program – Vimal discussed a mentor program for the Board. As new members join the Board have been linked with a buddy.

- Additional Members: most committee have at least two or three on them. There are still gaps on the Finance Committee. As new members come onto the Board those gaps will continue to be filled due to two members outgoing soon, Kenneth Hamner and Esther Goss. Eric Ochsner asked any current members to consider joining the Finance Committee.
- The May 24th meeting will be Esther Goss’s last meeting as Board CFO, so we are in need of someone to fill that role soon.

SCSC Training

- Khina Starr didn’t attend the 4/13 training. The option to fulfill that requirement is for Board to pay for her training by June. Eric provided the link from the SCSC website for the alternate providers for training resources. Andrea noted that Board training requirements are always a part of the school SCSC monitoring visit checklist, so this training must be completed in time. June 30th is the due date for the additional online training classes required by the SCSC.



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- Vimal noted that the Board should also keep in mind a succession plan to bring on new Executive Board members.

Development Committee: Andrea Ferguson

Fundraising: discussed fundraising for the upcoming school year. The golf tournament was brought to light to plan in 2021-22 school year and then put in place for 2022-2023 school year. It was a great way to get the community involved.

Recruiting strategy: Jametria was working towards the Committee Chair role, however plans have changed so she will remain as the committee head for the strategic plan sub-committee.

Staff Appreciation Ideas – social media blast posted last few weeks to gain cheerful feedback to the staff and teachers. Over fifty responses received. Goal is to post the thank you's through end of May on social media to recognize the teachers.

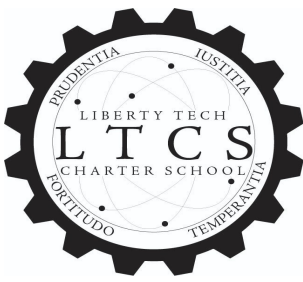
Grants: Dollar General Grant being reviewed for literacy needs in the morning math and reading labs. This is a \$20k grant due May 21st. Ms. Christy and Mrs. Kristal Black will be spearheading the writing of the grant.

Chick-fil-A Night – May 11th, 5-7pm, 10% of all sales (social media and emails)

Finance Committee: Esther Goss (*Mrs. King and Celesta McGee on behalf of Esther Goss*)

Andrea Ferguson checked the Board email and meeting chat again prior to this discussion. There were no public comments received on either the FY21 budget amendment or proposed FY22 budget initial review.

- **Amendment to FY21 budget:** money needs to be moved around from fund to fund. PPP loan was forgiven (moved under revenue), state \$51k staff bonus grant, \$15k nursing grant; move money around to purchase 165 Chromebooks, replace desks in classrooms, \$500 for educational media services \$49k received from state must be used on media services, instruction (purchase novel sets and broadcasting equipment. Instruction (summer school June 7-11, June 21-June 25. To pay for staffing of summer school need to shift money into the instructional budget.
- **Initial review of proposed FY22 budget:** Mrs. King stated the school is still awaiting final DOE amount for FY22 budget. The two large changes expected the Connect program currently under contractor services will move under salary. The school will no longer be using the Connect program. COVID supplies – do not intend to spend same amount of money on these supplies for FY22. Projecting a 7% increase in QBE earnings based on state estimate received so far. There will also be a purchase of 140 Chromebooks. Moving forward funds in the FY21 amendment will allow for the change noted above. Eric Ochsner inquired about the School Administration line increase up to \$170k (adding in a Dean and increase in staff). Due to salary increases, teacher retirement increased to 19.81%. Surety bond also falls in the



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same category. The Board is being asked to vote on FY21 budget amendment at the May 24th meeting to allow for the funds to be spent by the end of the school year. Andrea noted that a quorum will need to meet between May 3-May 17th to discuss the FY21 amendment. Eric Ochsner suggested May 10th, 7pm special meeting to hold the 2nd hearing for the FY21 amendment. Andrea will submit the announcement to the paper for May 5th distribution.

- The May 10th special called Board meeting will also be a time for review of the slides for the State of the school.

E. Executive Session: no Executive session was held.

IV. Closing Items

Secretary of State renewal – Andrea noted that the annual secretary of state registration was completed by Jennifer Mullinex, School Business manager. This is the process where Board officers are updated with the state. Andrea discussed with the Mrs. King and Jennifer to have the payment made directly by the school to avoid reimbursement to a Board member for this expense. The expense is \$30 annually.

Newspaper announcements for budget – Andrea requested required copy of newsletter articles for each budget announcement from Fayette News. These are required for the state monitoring visit.

V. Key Action Items

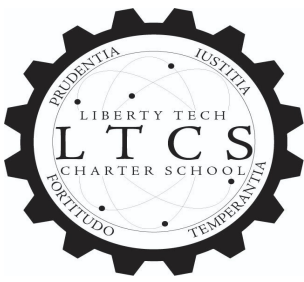
- Mrs. King - check with the state to determine if Chromebooks could be sold since they were purchased with state funds.
- Vimal will send the link to Khina Starr to review the Board onboarding meeting from March.
- Mrs. King will add an email for Lauren Conway. Then update the Committee distribution lists per the Board contact list sheet.
- Andrea to set-up the May 11th state of the school folders. Board and Committees are to work on presentations prior to May 11th.
- ANdrea to submit the May 10th special called meeting to the paper and website.

VI. Adjourn Meeting

Eric Ochsner made a motion to adjourn the meeting. Khina Starr seconded the motion. The board VOTED unanimously to approve the motion. Vote: Yea:11, Nay: 0 Absent: 1. Motion passed.

Roll Call

A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Aye
V. Patel	Aye



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	L. Storr	Aye
J. Floyd		Aye
K. Hardeman		Aye
E. Walker		Aye
K. Starr		Aye
H. Ambrosi		Aye
E. Ochsner		Aye
L. Conway		Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30PM

Online meeting link: due to the meeting being conducted online each meeting has been recorded.

The recording for this meeting can be found at

Passcode:

Respectfully Submitted,

Andrea Ferguson
Secretary