



Liberty Tech Charter School  
119 Price Rd., Brooks, GA 30205

Monthly Board Meeting Minutes  
March 28, 2022 | 7:00 PM

**Attending:** Melissa King (Principal/Superintendent), Michelle Hamner, Ashley Busby, Eric Walker, Neka Haywood, Lauren Conway, LaShonda Storr (joined at 7:13 PM)

**Not Attending:** Vimal Patel

- I. The meeting was called to order by Chair Lauren Conway at 7:00 PM.
- II. Secretary Michelle Hamner recorded attendance. A quorum was present.
- III. Approve February Meeting Minutes - Lauren reviewed the February meeting minutes. Ashley made a motion to approve the February minutes. Eric seconded the motion. The motion passed unanimously.
- IV. Approve March Meeting Agenda - Lauren reviewed the March meeting agenda. Ashley made a motion to approve the March agenda. Eric seconded the motion. The motion passed unanimously.
- V. Public Comment - No public comments were received.
- VI. PTO Update - No PTO update.
- VII. Superintendent Report
  - Mrs. King congratulated the students and staff involved in the production of Annie.
  - February Dashboard - Enrollment in January was 401 - it increased to 405 as of February 28. There was one withdrawal during February. Gifted testing is complete and we are awaiting results. Attendance was 94.62% in February, which is an improvement over January. There was an increase in 4 students with IEPs and 1 student with a 504 plan. The staff retention rate is 86% due to a recent resignation. Discipline numbers had

5 time-outs. There were 2 in-school suspensions and 2 out-of-school suspensions. The CPF scores have been added to the dashboard.

- American Rescue Plan- ESSER III Grant Update - Half of the staff completed the survey and 20 parents responded to the survey to indicate preference for how the grant funds should be used. Overall, survey respondents selected additional staff members as priority. LTCS will add a MTSS coordinator, one Kindergarten and one 1st grade teacher (3 classes of 16 students in K & 1). Once the grant funds run out, the hope is for the school budget to support these additional staff members.
- 2022-2023 Personnel Update - An afterschool director has been hired and will start in April. Several new staff members have been hired for the 2022-23 school year. Several current staff are changing positions in 2022-23. Several positions are posted for hire.
- 2020-2021 Annual Report Results - Mrs. King reviewed the results of the CPF score for LTCS. LTCS met all standards for this annual report period.
- February's Financial Report - Enterprise Operations has been in the negative, for the current period it has moved to the positive. After school clubs pay teachers who lead the club from this fund.

#### VIII. Academic Committee Report

- Withdrawals Update - As of February 1, YTD 25 students withdrew.
- Curriculum Subcommittee - Mrs. King and the leadership team are drafting a Curriculum Policy for the board to review.
- Learning Lab - Math scores for Milestones predicted scores are a concern, the school is using the Learning Lab to address concerns during the school day.

#### IX. Governance Committee Report

- SCSC Training - All current board members are on track to complete the training this year; however, a former board member did not complete the training and is not responding to follow up.
- CPF Operations Scorecard - Vimal has drafted a CPF operations scorecard with a goal to deploy by the end of April.
- Exhibition Night Table Plan - Exhibition Night is April 22. The board will have a table to get to know staff, parents, and one another.
- Recruiting Update - No current prospects, but the board is accepting interested candidates. On Saturday, April 23, LTCS was invited to downtown Fayetteville for Earth Day Festival to table; Mrs. King suggests we could have board member information to hand out there as well.

#### X. Development Committee Report

- Fun Run Update - The Fun Run was postponed to the 2022-23 school year.
- Maverick Fund - \$823.03 raised so far.
- Strategic Plan - Governance Committee has reviewed the Strategic Plan, as well as Mrs. King and the deans.

- Chick-fil-A Spirit Nights - The last Spirit Night is April 19.

XI. Finance Committee Report

- Board Budget & Expenses - Let Eric Walker know of upcoming board expenses for the draft 2022-23 budget.
- Afterschool Cashflow - Overage is expected expenses to get afterschool clubs up and running.

XII. Action Item Review

- Resuming In-person Meetings (Vote) - Technology would allow the in-person to be streamed. Mrs. King will check with the computer teacher if virtual board members could participate. Eric made a motion to move meetings to in-person for April and May. Ashley seconded. Eric rescinded the original motion and made a motion to move meetings to in-person with a virtual option for April and May. Ashley seconded. The motion passed unanimously.
- April/May/June Meeting Dates & Attendance for Budget Review and Vote (Discuss) - Lauren reviewed the Meeting Attendance results from the board. The board will discuss the June board meeting date via email about possible date change.

XII. Eric made a motion to adjourn the meeting; Ashley seconded. Chair Lauren Conway adjourned the meeting at 7:57 PM.

Minutes prepared and submitted by Michelle Hamner, Secretary, 3/28/2022.