

BOARD OF TRUSTEES REGULAR MEETING

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia

December 16, 2016

President Starr called the Board of Trustees Regular Meeting to order at 7:08 p.m. at Liberty Tech Charter School, 119 Price Road, Brooks, Georgia. Those in attendance and constituting a quorum were:

Present: Joseph Starr – *President*
 Cheryl Sanborn – *Vice President*
 Simon Hukin – *Treasurer*
 Danny England - *Member*
 Nathan George – *Member*
 Stacey Lewis - *Member*
 Jim Lynch – *Member*
 Doug Waldorf – *Member*

Absent: Jennifer Burr - *Secretary*

AGENDA: Motion to Approve Agenda by Nathan George, Second – Stacey Lewis. (All Approved/None Opposed). Agenda is approved.

MINUTES: The November 2016 Meeting Minutes were approved but the notes on who motioned could not be located in the Board Secretary's absence from the meeting. The November 2016 minutes were subsequently approved at the January 2017 meeting.

Action Items Requiring Vote:

None recorded.

Update from Principal, Mike Stewart:

Current Enrollment: Two vacancies (1 in 8th grade and 1 in 6th grade). Offers are out to students on waiting list for those grades in order of wait list.

Survey: Student Survey 94% participation; Teacher Survey 100%, Parent Survey 69% - 78 pts.

MAPP Analysis: Will be available at our January meeting.

AFLAC: Met with AFLAC insurance for the staff. No cost to the school and completely voluntary sign up for the teachers/staff. School will need to sign an agreement with AFLAC.

SCSC: State Charter schools are at a significant disadvantage in funding and CCRPI. We cannot project how LTCS will rank. The school does not have the past performance for Milestones. Academic performance is the driver. We will have a baseline after this year.

School lunch: LTCS has 42 free and reduced lunch students. Zaxby's is our biggest draw for lunches. Lunch costs are on track to total \$45,000 by the end of the 2016-2017 school year. We have reached out to Chick –fil-A.

Hand Dryers: Purchasing six hand dryers to replace paper towels for a savings to the School.

PTO Recap (Andrea Ferguson, PTO President):

Beautification Group: Trees and Azaleas have been planted. Will plant more in the spring. Pinewood and Home Depot assisted with donations for landscaping.

Fall Festival: Will have proceeds to Amy Jones shortly.

Direct Drive: Seeing an increase in donations.

New Fundraisers: PTO is working on Script, Golf Tournament etc.

Academic Update:

Dashboard: Cheryl Sanborn indicated the Dashboard are in process

Surveys: Results will be a part of CCRPI

Classical Education: Anna Maupin. The classical structure is there but the School needs to do more. Working on adjusting the reading list to include classical novels. Anna Maupin and Mike Stewart met and discussed ways to strengthen the classical side of our education. A reading list has been distributed to teachers. Anna will meet with teachers to discuss writing classically. House System will be revitalized in the third trimester and more focus will be on the House System in accordance with our charter.

Governance:

Recruiting: Committee will work on recruiting for committees and subsequently for the Board in areas of need.

Succession Plan: Working to ensure that as Board Members are at the end of their term, we have staggering years.

IT Update:

Lunch Software: Under development. Test in January 2017 and implement in February 2017.

Development Update:

Grants: Anything requiring an application. People behind the scene are working with LTCS on grants. Anna Maupin volunteered to assist.

Capital Campaign: Danny England will work on this campaign.

General Fundraising: Anna Maupin is working on a fundraiser. These are event based.

Facilities Update :

Health Check: Approximate cost \$2,800. Mr. Satterfield said LTCS is responsible for this cost.

Hazmat Report: Very clean

Sinks: LTCS needs access to the kitchen sinks for hot water.

Executive Session (8:45 p.m. – 9:15 p.m.):

- Personnel

ADJOURNMENT: Motion to Adjourn meeting at 9:50 p.m. by Nathan George – Second Anna Maupin. (All Approved/None Opposed) Minutes submitted by Secretary, Jennifer Burr based on notes by Joseph Starr.