



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

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

In Attendance: Lauren Conway, Chair; Michelle Hamner, Secretary; Eric Walker, CFO/Treasurer; Neka Haywood, Member; Ashley Busby, Member; Jeremy Tuck, Member (after nomination approved); Melissa King, Principal

Not in Attendance: Vimal Patel, Vice Chair

Record Attendance: Secretary Michelle Hamner recorded attendance. A quorum was present.

Call the Meeting to Order: Chair Lauren Conway called the meeting to order at 7:01 PM.

Approve October Meeting Minutes: Lauren C. reviewed the minutes from October and asked for any comments. Neka H. made a motion to approve the October meeting minutes; Ashley B. seconded. The October minutes were approved unanimously.

Approve November Meeting Agenda: Lauren C. reviewed the November meeting agenda. Eric W. asked to add a vote to the Finance Committee report. Ashley B. made a motion to add the Facilities Grant review and vote to the agenda; Neka H. seconded the motion. The motion to add the item to the agenda was approved unanimously. Ashley B. made a motion to approve the amended agenda; Eric W. seconded. The amended agenda was approved unanimously.

Public Comment: Michelle H. reported that no public comments were received.

PTO Update: PTO representative Heidi Bancroft provided the update. There will be a PTO meeting this Thursday, December 1. December 13 is the winter market with 15 vendors.

Superintendent Report: Mrs. King delivered the Superintendent's Report.

- Personnel Update - Deborah Gibson is the new 2nd grade teacher's assistant. Tyler Morrison has resigned from the afterschool program director. Kourtney McCoy is the new part-time afterschool assistant teacher. The school will be hiring for an afterschool director.
- October Dashboard - As of October 31, enrollment is 416 for K-8. The Pre-K enrollment is 22. YTD we have had 13 withdrawals. There have been additional students added to Gifted - 34 to 61 students now qualify. Daily attendance is lower than the goal - 90.97% vs. goal of 95%. Disciplinary actions - 5 time-outs / 4 in-school suspension / 5 students out-of-school suspension.
- 2022 CCRPI Data - LTCS scored Elementary content mastery of 65.3% vs state score of 63% and Middle School content mastery of 75.8% vs. state score of 60%. For Readiness, LTCS Elementary score was

77.2% vs State score of 71.8% and Middle School score of 84.2% vs. State score of 75.1%.

- VOTE: Adopt the proposed 2023-2024 School Calendar - The 2023-2024 school calendar was reviewed. Mrs. King stated that the calendar is similar to Fayette County's - Fayette County starts August 3 vs LTCS start date of July 31. Ashley B. made a motion to approve the 2023-24 school calendar. Neka H. seconded the motion. The 2023-2024 school calendar was approved unanimously.

Academic Committee Report: Neka H. delivered the report. The committee reviewed the CCRPI scores and benchmark testing in their last meeting. The data from benchmark testing will be reviewed in more detail at the next meeting.

Governance Committee Report: Ashley B. delivered the report. She reminded the board that SCSC training is in-person this year and required for each board member.

- VOTE: Appointment of Jeremy Tuck to the Liberty Tech Charter School Board of Directors - Ashley B. reviewed the candidacy of Jeremy Tuck to join the board for a three-year term. Eric W. made a motion to accept the nomination of Jeremy Tuck; Neka H. seconded. The nomination of Jeremy Tuck to the Board of Directors for a 3-year term was approved unanimously.
- VOTE: Adoption of the Procedure for Handling Challenged or Questioned Books and Materials - Ashley B. reviewed the Procedure for Handling Challenged or Questioned Books and Materials Policy. The Governance Committee recommends adopting the policy. This satisfies State Bill 226. Eric W. made a motion to approve the policy; Neka H. seconded the motion. The policy was approved unanimously.
- VOTE: Adoption of the Parent/Guardian Bill of Rights - Ashley B. reviewed the updated Parent/Guardian Bill of Rights. The Governance Committee recommends adoption of the updated policy. Eric W. made a motion to adopt the new policy; Neka H. seconded the motion. The policy was adopted unanimously.
- VOTE: Adoption of the Bullying Policy - Ashley B. reviewed the updated Bullying Policy with the board. The Governance Committee recommends adoption of the updated policy. Eric W. made a motion to accept the Bullying Policy. Neka H. seconded the policy. The updated policy was approved unanimously.
- VOTE: Cancel December 2022 Board Meeting - Ashley B. reviewed the suggestion to cancel the December 2022 Board Meeting due to a lack of agenda items in December. Eric W. made a motion to cancel the meeting; Neka H. seconded the motion. The motion to cancel the December 2022 meeting was approved unanimously.

Finance Committee Report: Eric W. delivered the report.

- Financial Review - Revenue is 31.45% of budget. We are tracking according to the budget. Financial Measurements all meet CPF scores. No budget amendments needed at this time.
- VOTE: on use of Facilities Grant - Action Item Review: The Finance Committee recommends that we use the facilities grant from GA Dept of Education to pay rent from July 2022-May 2023 (\$66,000). They are also reviewing using the grant funds to install a new gym floor system in the amount of \$14,429. There are no estimates received yet for the floor, so the board will wait to vote on that portion until estimates are received. The money must be spent by September 2023. Neka H. made a motion to approve spending \$66,000 for rent from July 2022-May 2023; Ashley B. seconded the motion. The motion to approve spending \$66,000 to pay for rent from July 2022-May 2023 was approved unanimously.

Action Item Review: Update newly approved policies.

Executive Session: The board voted to enter Executive Session at 8:15 PM to discuss a private student matter. The board voted to exit the Executive Session at 9:24 PM.

Adjournment: Eric W. made a motion to adjourn the meeting. Neka H. seconded. The motion to adjourn the meeting was approved unanimously. Lauren C. adjourned the meeting at 9:26 PM.

Minutes prepared and submitted by Michelle Hamner, Secretary, on November 28, 2022.