



Liberty Tech Charter School
119 Price Rd., Brooks, GA 30205
Monthly Board Meeting Minutes
April 24 2023 | 7:00 PM

In attendance: Lauren Conway, Board Chair; Vimal Patel, Vice-Chair; Neka Haywood, Member; Ashley Busby, Member; Jeremy Tuck, Member; Eric Walker, CFO/Treasurer

Absent: None

Record attendance: Ashley Busby recorded attendance. A quorum was present.

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

Lauren reviewed the minutes from March and asked for any comments.

VOTE: Vimal made a motion to approve the March meeting minutes; Jeremy seconded. The March minutes were approved unanimously.

Lauren reviewed the April meeting agenda. An executive session was added to discuss Principal King's contract.

VOTE: Vimal made a motion to approve agenda, Eric seconded the motion. The amended agenda was approved unanimously.

Public Comment (General Public Comment): None

PTO Update:

Akila Tuck provided PTO update.

1. Springo Bingo night was a great event and we'll do it again.
2. May 8-12 is teacher appreciation week and PTO will be supporting.
3. Middle school dance is on Friday.



Mrs. King delivered the Superintendent's Report.

- Enrollment was 418, 1 withdrawal for March, YTD 23. PreK 22. All grades are at capacity except 8th grade.
- MTSS Tier 2 & 3; Academic tier 2: 28; Tier 3 Behavior: 3; Tier 3 Academic: 19.
- Daily average attendance rate was not met for March (93.73% against a goal of 95%). Pre-K was 94.06%
- No infractions for K-3; in/out of school suspension did go down.
- Personnel Update: Staff retention went down to 91%. Heather Peacock resigned. Patricia Demarcus has been long-term sub and she will continue through end of year. Open roles for next year: Special Ed teacher's assistant and Instructional Support Coach. Amanda Demarcus will be moving on to another position in other district. We have hired several new teachers and staff, including a part-time school counselor and additional special education personnel, among others. We are still looking for one full-time special education teacher's assistant and substitute teachers.
- Federal grants, including facilities and a teacher development grant in addition to state grants
- Increase in funds due to rising costs. Under Instruction – health insurance has increased significantly to us; increasing planned subs per day to support teacher's half day planning days, step increases for certified personnel, budget for resource office, we'd like to purchase 100 new Chromebooks for those that are aging out. For Educational media services, increasing budget to support non-fiction books to support research in class.
- Maintenance and operations of plan services – propane, cleaning supplies costs have increased
- School nutrition – we do not offer free lunch unless student falls under McKinney Vento Act and some of PreK,
- We're hoping to use a third-party vendor, YMCA, for afterschool. Using a third party means no money goes through school and it's not a budget item. We may have to do a budget amendment if we don't identify vendor and need to add costs back into school budget.
- 22-23 compared 23-24: \$5,640,746 budget this year, next year proposed is \$6,961,926
- Lauren asked about grant we received during Covid that lapses next year. Position funded from grant for K teacher, 1st teacher, split MTSS and instructional coach and remedial math teacher for middle school. We would use reserves to continue to fund those positions.

Academic Committee Report – Lauren Conway

- We did not meet this month.
- Neka is stepping down due to health concerns, but Lauren Conway will step in as committee chair and Neka will continue serving in the committee.

Governance Committee Report – Vimal Patel

- Recruiting – One candidate we'll vote in today; there are a couple of other candidates in pipeline, one will get through process this summer.
- Half have completed the mandatory annual training for board members. We're exploring other training options for those who couldn't attend.
- Prek to k-8 lottery priority or auto enrollment - item to discuss during May's meeting. Principal King would like to provide feedback prior to vote. Discussed her attending governance meeting in May.
- We're still discussing Adverse Procurement.
- Divisive Content Board Policy – Mr. Schoening provided context. SCSC provided recommendations on adjusting this policy, such as the 3 step appeal process. We propose changing to 2 steps since we're one school in the district.
- Eric asked about adding board members when Principal replies to escalation, so the board is aware.
- Principal King said that we voted this in quickly due to deadline and now need to adjust. There was not a motion to vote so governance will discuss more in May's meetings.
- Mr Varghese is a candidate for the board. Several board members and Principal King interviewed him. He comes with financial background.

VOTE: Eric motioned to induct Robert Varghese on the board. Lauren seconded. The vote was approved unanimously. We welcome Robert to the board. He will sit on finance committee.

Finance Committee Report – Eric Walker

- There were no questions from the public on the proposed 23-24 budget.
- Celesta put in a line item review of this year's budget to next year's. You'll need to request access to review.
- Lockers had been voted on that we voted on and approved last meeting. They will be installed over the summer



and ready for next year.

- 100 Chromebooks have been ordered and received last Monday.
- March financial: drew down on our grants so we had a good amount of revenue in March.
- For the resource officer, weighing options to determine what is best for the school and our needs. We can either hire retired police officer or a current officer who rotates in.
- We have \$3 million in one checking account, and we need to diversify it, but need to determine goals (maybe building fund) but we're in the early stages of planning.
- We received a \$5,000 grant for preK, but we're required to lose money as part of the Bright from the Start program.
- Insurance increases expected– May 12 DCH board will meet and that's likely when the change will take place.
- \$50,000 grant received – targeting camera system upgrade since we do not have exterior cameras.
- Discussed field trips, we have a line item but targeted on-site. \$10,000 budget for this year for this. Charter buses are \$1,000 per grade to rent. Due to cost, most grade levels elect to do on-site field trips.
- Vimal commented expenses increasing; Eric confirmed: Funding has gone up with grants, but expenses have gone up too.

Executive Session to discuss Mrs. King's compensation for school year '23-24.

VOTE: Vimal motioned to approve Mrs. King's salary and contract for 23-24 school year. Robert seconded. The vote was approved unanimously.

Action Item Review

1. Moving June's board meeting to June 19 due to budget approval.

VOTE: Robert motioned to move the board meeting to June 19 from the 26th. Vimal seconded. The vote was approved unanimously.

VOTE: Vimal motions to create a sub-committee to oversee Superintendent/Principal contracts. Jeremy seconds. The vote was approved unanimously.

Vimal confirmed this newly-created sub-committee will sit under governance.

Adjournment:

VOTE: Vimal made a motion to adjourn the meeting. Eric seconded. The motion to adjourn the meeting was approved unanimously. Lauren adjourned the meeting at 8:25 PM.