



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

Monthly Board Meeting - Minutes
December 13, 2021 | 7:00 PM

Attending: Lauren Conway, Board Chair | Vimal Patel, Vice-Chair | Michelle Hamner, Secretary | Eric Walker, CFO/Treasurer | LaShonda Storr, Member | Neka Haywood, Member | Ashley Busby, Member | Melissa King, Principal

Not Attending: None

Record Attendance: Lauren recorded attendance. A quorum was present.

Call the Meeting to Order: Lauren made a motion to call the meeting to order, Michelle seconded. The meeting was called to order at 7:01 PM.

Approve November Meeting Minutes: Lauren made a motion to approve the November meeting minutes. Vimal seconded. The November meeting minutes were approved.

Approve December Meeting Agenda: Lauren made a motion to approve the December meeting agenda. Vimal seconded. The December meeting agenda was approved.

Public Comment: No public comments were received.

PTO Update: Nancy Coker, PTO President, shared a PTO update with the board. The Fall Festival in November made \$3,320 - \$695 went towards teacher budgets. At the December Exhibition Night, there was a bake sale and balloon art – profit of \$985 made. Upcoming events - Fun Run meeting with LTCS Board.

Superintendent Report:

- November Dashboard - As of Nov 30, enrollment is 401. Withdrawals YTD is 17. Waitlist is 25. Did not meet attendance goal - 92.21% - 5th grade was the only grade to meet the attendance rate goal. Discipline in Oct-Nov - the number of time-outs has decreased, but the number of students in in-school suspension and out-of-school suspension increased. The Tier system has been added to the dashboard to track the academic/behavior support system that the school uses.

- November Financial Report - Federal grants - facilities grant will pay rent to FCBOE for 10 months. On track with budget. No need for budget amendment. Vimal asked if we could add a column for how we are tracking against planned budget. Mrs. King will ask Ms. Mcgee to add that information - Vimal will send an email request to Eric and Mrs. King.
- November Financial Measurement - CPF measurement shows our enrollment variance is “approaching.”
- Employee Insurance Update - State Health Benefit Plan is what most schools use. Due to senate Bill 59 in July 2021, LTCS employees can receive medical insurance through SHBP. Open enrollment has begun, with coverage effective January 1, 2022. This only applies to medical coverage. LTCS is in the process of setting up flexible benefits with the State of Georgia (dental/vision/life).
- Water Bottle Filling Stations - Mrs. King asked the board to approve the purchase of 8 Halsey Taylor Hydroboost water bottle filling stations and coolers for an expense of \$12,649.41. FCBOE will install them where there are water fountains currently. The purchase does not include water filters, which will need to be purchased every 6-12 months. Michelle made a motion to approve the purchase of the water bottle filling stations, Lauren seconded. The motion was unanimously approved.

Academic Committee Report: Michelle reported that the staff survey results will be reviewed in early 2022. The curriculum policy will be developed over the rest of the academic year.

Governance Committee Report: Vimal reported that the board would like to have a table at the next Exhibition Night in April. Governance is looking at school hours. Governance Training through SCSC is ongoing - board members should register to attend those sessions.

Development Committee Report: Lauren reports that the strategic plan will be out before the next meeting. Maverick Fund annual giving campaign has been distributed to families - \$328.95 net from 20 donations has been raised. Mrs. Christy is reaching out to teachers for grant needs. Meeting with PTO to discuss a Fun Run collaborative fundraiser.

Finance Committee Report: Eric reports that the Finance Committee was unable to meet this month. LTCS has rewards programs with Kroger, Publix, and Amazon Smile - small amounts of revenue are received this way but needs more promotion. The budget is on track with projections.

Action Item Review: None.

Adjournment: Lauren made a motion to adjourn the meeting, Michelle seconded. The meeting was adjourned at 7:43 PM.

Prepared and submitted by Michelle Hamner, December 13, 2021.