

Liberty Tech Charter School
119 Price Road, Brooks, GA 30205
www.libertytechcharter.com
770-461-0005

"We are Mavericks, facing the future with the goal of changing the world."

Draft: 1/25/21

Approved:

Board Meeting Minutes

Date and Time

Monday, January 25 at 7:00 PM

Location

Conference call line: **Zoom link:** <https://zoom.us/j/99593704329?pwd=WSswTVVLeEk5WE13OVk2cFpaWGQ2dz09>
Meeting ID: 99593704329. In accordance with Georgia's open meetings requirement, a notice of this meeting has been posted on the school website and the school newsletter. The reason for this meeting being a teleconference was due to the COVID19 safety precautions.

Directors Present

Todd Levin, Kenneth Hamner, Vimal Patel, LaShondra Storr, Jametria Floyd, Andrea Ferguson

Directors Absent

None

Ex-Officio Members Present

None

Non-Voting Members Present

Melissa King, Tyler Willis

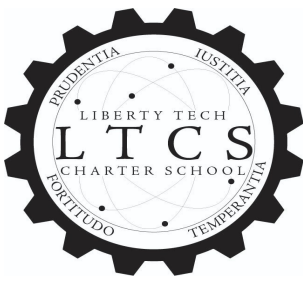
Others Present

Heather Ambrosi, Eric Walker, Wayne, Eric Oschner, Maunda Lott

Teachers & Staff: *Joyce Christy, Tyler Willis, Shondra Rosier*, others were identified by user ID or phone number only on the online recording so names could not be determined.

I. Opening Items

- A.** Welcome/Record Attendance
- B.** Call the Meeting to Order



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Todd Levin called the regular Board meeting of the Board of Directors of Liberty Tech Charter School to order on Monday, January 25th, at 7:10 PM

Zoom conference call noted above. Andrea Ferguson seconded the motion. Vote: Yea:4, Nay: 0, Absent: 3. Motion passed.

Roll Call

T. Levin	Aye
E. Goss	Absent
A. Ferguson	Aye
K. Hamner	Aye
V. Patel	Absent
L. Storr	Absent
J. Floyd	Aye

C. Approve Minutes

December 14th minutes - The December 14th minutes were reviewed. One correction was made to remove Tony Tringale as absent from December 14th meeting. Todd indicated Tony had resigned from the Board effective November 1. Todd motioned that we approve the December 14th minutes with that correction. Kenneth Hamner seconded the motion. Vote: Yea: 4, Nay: 0 Absent: 3. Motion passed.

Roll Call

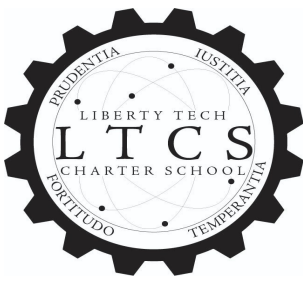
T. Levin	Aye
A. Ferguson	Aye
E. Goss	Absent
K. Hamner	Aye
V. Patel	Absent
L. Storr	Absent
J. Floyd	Aye

D. Approve Agenda

Todd Levin motioned to approve the agenda. Kenneth Hamner seconded the motion. Vote: Yea: 7, Nay: 0, Absent: 0. Motion passed.

Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye



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J. Floyd

L. Storr
 Aye

Aye

E. Public Comment

At **7:11 PM**, Todd Levin opened the meeting for Public comment. Secretary, Andrea Ferguson acknowledged that no public comment was received via the Board email address prior to the meeting, nor in the meeting chat window prior to this portion of the meeting. Todd Levin made one last open request for Public Comment and then moved to the next section of the meeting.

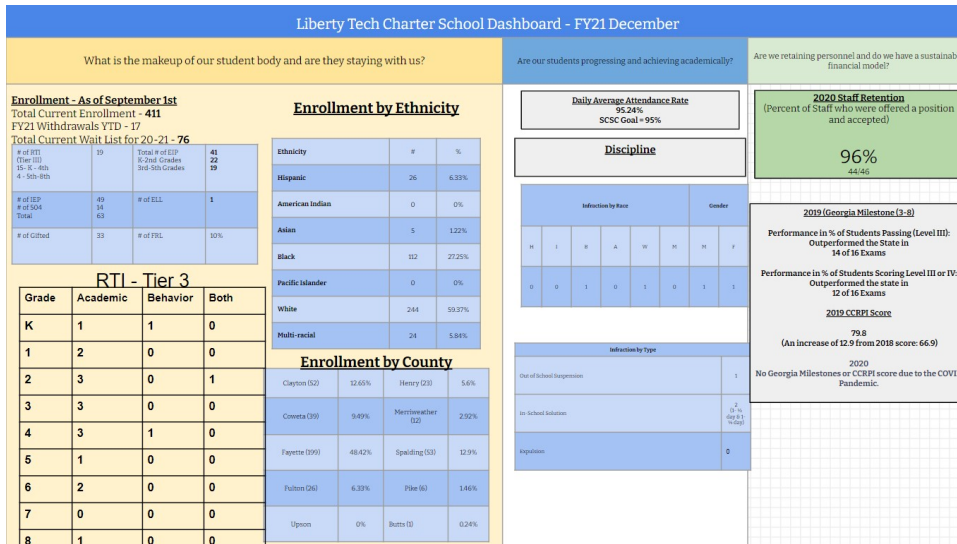
II. Discussion Items

A. PTO Report

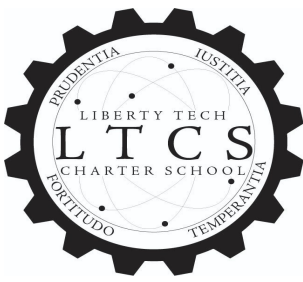
No PTO report per Mrs. King.

B. Principals Report

- Monthly Dashboard



- As of 12/31, enrollment was 411. As of January 11th, enrollment was 414. December 2019 - Our enrollment was 404 with 27 withdrawals.
- Waitlist Breakdown
- Attendance: SCSC Goal - 95%
 - Grade levels below the 95% Goal: 2nd - 93.77%, 3rd - 94.79%, 6th- 94.06%, 8th - 92.08%



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Financial Sustainability (December)

State Revenue \$349,861.00/~~\$349,912.00~~; Supplemental Revenue \$0/~~\$1,851.70~~

Total Revenue \$349,861.00/~~\$351,763.70~~; Expenses \$377,071.70/~~\$357,327.50~~

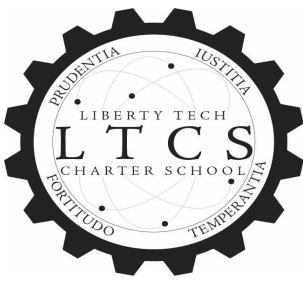
Fund Balance (\$20,100.58)/ (~~\$5,563.80~~); Cash Balance \$2,603,441.66

Fundraising/Contributions: \$50.00 (YTD: \$2,078.89)

2020-2021 Lottery Update

Grade Level	Week 1 - 2020	W/O 1/11/2021	Week 2 - 2020	W/O 1/18/2021 (as of 1/20)
K	27	19	31	12 (Total 31)
1	10	5	11	2 (Total 7)
2	2	13	3	1 (Total 14)
3	4	2	4	0 (Total 2)
4	7	4	7	0 (Total 4)
5	3	3	4	0 (Total 3)
6	9	3	9	3 (Total 6)
7	3	1	3	0 (Total 1)
8	0	0	0	2 (Total 2)
Total	65	50	72 (2 Wk Total 137)	20 (2 Wk Total 70)

- Lottery applications are about 50% less than at the end of Week 2 for last year's open enrollment.
- Mr. Willis is beginning social media posts to highlight different teachers each day on our social media.
- State Charter School Foundation (SCSF) will be highlighting LTCS' open enrollment on their webpage: <https://scsfga.org/schools-with-openings/>



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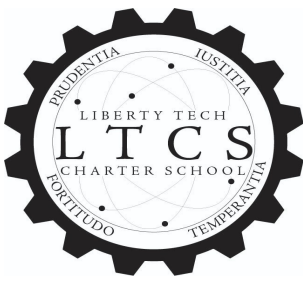
- No school tours are being done due to COVID. There is a school tour video on the website. It is located on the front page as well as on "Admissions" page under school tours.
- Open enrollment for the 2021-2022 LTCS Lottery is now open through February 12, 2021.
- The 2021-2022 LTCS Lottery will be held on February 26, 2021 at 5:30 PM.
- The Lottery Submission Form Packet 2021-2022 is available under the Admissions tab at www.libertytechcharter.org beginning January 11, 2021.
- Enrollment packets can be delivered in person Monday - Friday between the hours of 12:00-3:00 PM or via email to LTCSLottery2021@libertytechcharter.org.
- The virtual option will be offered through the end of the school year.
- For those students who have been virtual all year, they can remain virtual as long as they have completed the most recent Virtual Learning Application. All families have been contacted that need to complete this application.
- The virtual option is recommended for:
 - Families that have a medically fragile student or individual in their household
 - Students who are quarantined due to a close personal contact/exposure to COVID-19.
 - Students who are sick and not able to return to school but feel up to attending classes. (Ex: Fever, Strep throat, common cold, etc.)
- The virtual option is NOT recommended for:
 - Families to travel
 - Students to switch from virtual to in-person - For example, a student to attend virtually every Wednesday.

Winter MAP Data - Students Scoring in the Top 20%

Percentage of Students in the Top 20%								
Grade	Math 15	Math 20	Grade	Reading 15	Reading 20	Grade	Lang Usage 15	Lang Usage 20
K	30%	34%	K	30%	34%	K	N/A	N/A
1st	48%	25%	1st	43%	25%	1st	N/A	N/A
2nd	13%	21%	2nd	34%	24%	2nd	19%	15%
3rd	24%	8%	3rd	28%	21%	3rd	30%	25%
4th	19%	19%	4th	23%	30%	4th	21%	30%
5th	20%	6%	5th	27%	16%	5th	32%	13%
6th	15%	15%	6th	38%	26%	6th	38%	27%
7th	10%	14%	7th	15%	25%	7th	13%	27%
8th	24%	14%	8th	28%	19%	8th	39%	17%
Total	23%	17%	Total	30%	24%	Total	27%	22%

→ Highlights for this school year (2020):

- ◆ More kindergarten students in the top 20% in Reading and Math
- ◆ 2nd Grade - Strong in math - 21% in top 20%
- ◆ 4th Grade - Strong in Reading & Language Usage - 30% in top 20%
- ◆ 7th Grade - Top 20% - 14% in math which is higher than last year's 7th graders, 25% in Reading and 27% in Language Usage



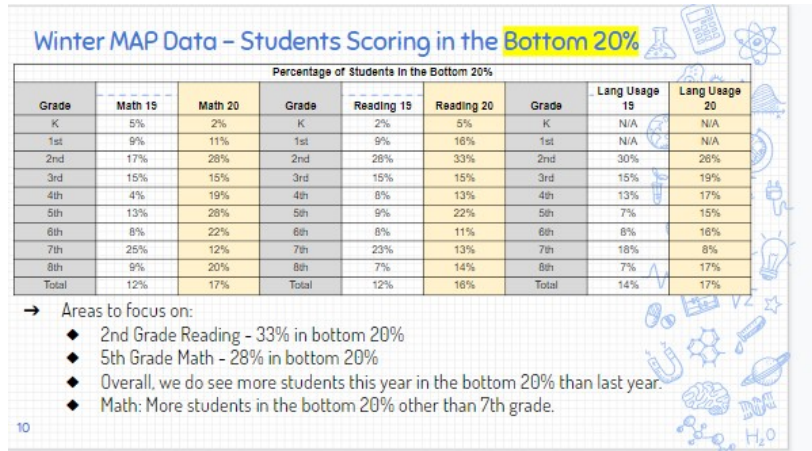
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i-Ready Update:

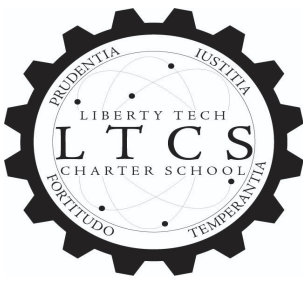
- All grade level bands participated in an i-Ready training with an i-Ready Trainer on Jan. 12th. The training was more specific to each grade level.
- Growth Monitoring (GM) Progress Tool is now being utilized.
 - GM Check-ins completed every 4 weeks for Reading and Math
 - Three data points are needed to populate data. We have two: September Diagnostic, January GM Check-in. Once we have the February GM Check-in, the data will populate.
- Grade levels are still meeting monthly with our Instructional Support Coach. Setting classroom goals and keeping track of those goals will be discussed at the January 28th meeting.

8th Grade:

- A virtual parent meeting was held on January 6th.
 - A high school counselor from Lead Counselor from a Clayton County High school presented on high school expectations and habits to begin developing now as 8th graders.
 - 15 out of 37 families attended the meeting.
 - A recording of the meeting was emailed out to all 8th grade parents.
- Morning reading and lab are still being offered to students who need additional support. Attendance has not been good even after reaching out to families.
- Afternoon WIN (What I Need) Time has been more effective with the Brick & Mortar students.
- Continuing to reach out to parents of students who are not attending class. One parent has returned the student to school.

Dell Chromebook Purchase:

- 125 Chromebooks, 3 year warranty, 24hr Dell Support for in-school and virtual students.
- \$25 Chromebook insurance will still be an option for parents.
- \$38K



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Based on the quote and information provided by Mrs. King, Todd Levin motioned that we purchase the 125 Dell Laptops at the quoted price. Andrea Ferguson seconded the motion.

Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye

C. Committee Updates

Academic Committee: Todd Levin

- Transition plan for the Academic Committee due to Todd moving off the Board end of January.
- The meeting time needs to be moved from 12noon on the 3rd Tuesday of the month to an evening call.

Governance Committee: Kenny Hamner

Charter Renewal

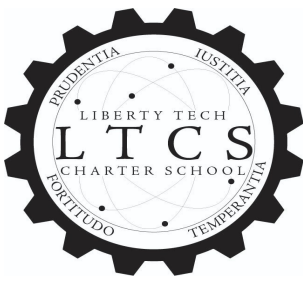
- The SCSC is recommending our charter be re-approved (draft of the renewal notice is attached for reference)
- The final decision to approve or deny renewal recommendations will be made by SCSC commissioners at the January 27, 2021 SCSC board meeting.

Board Executive Positions

- With Todd's resignation, a new chair is needed to complete his tenure
- Nominations will open in February to elect a interim chair for the rest of the school year until formal elections happen again this summer

Board & Committee Recruitment

- Current board = 7 members (will go down to 6 with Todd's departure)
- 6 people are currently in the process of joining the board
 1. Kristi Hardeman
 2. Khina Starr
 3. Eric Walker
 4. Heather Ambrosi
 5. Dr. Wayne Stone
 6. Eric Oschner



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- Need 2 more board members to volunteer for interviewing candidates
- Still seeking 1 more member with an expertise in finance
- Email blast through the Fayette Chamber Of Commerce is scheduled for February 9th to further help with recruitment

SCSC Required Training

- Most 2020-2021 board members have attended the main training session:
 - A new session has been added for April 13th
 - All members on the board prior to April 13th must complete training
 - All 2020-2021 board members should continue to complete self-guided sessions by June -- <https://scsc.georgia.gov/fy21-governance-training-breakout-session-webinars>
 - Maintain verification of your participation in trainings. You must have a certificate of completion/participation issued by an approved training provider and a syllabus for the alternate training you received.
 - Let Kenneth know if you complete a session so it can be recorded
 - Additional details attached

Additional Board Tasks

- Evergreen - Add committee agendas & minutes to the site
- January - Complete Google Drive reorganization
- February - Finalize roles & responsibilities for board & school leadership positions
- Spring - Revamp policies (i.e., remove high school references, break into smaller documents, etc.)

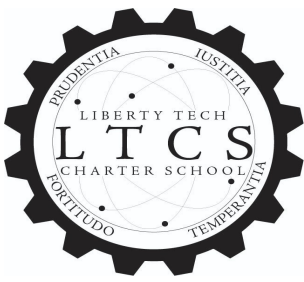
Next Governance Meeting

- January 28th at 8pm

Development Committee: Andrea Ferguson

Grant research

- Honda grant is being researched for February. The goal is to utilize funding towards Orton Gillingham training for teachers. Additional grants will continue to be researched.
- Garden grant – a new garden grant is being researched to fund the repairs needed for the greenhouse.
- February – next month's focus will be on brainstorming ideas for the annual fund.



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- Strategic plan: working on updates to the strategic plan and aligning with the school improvement plan based on the new vision and mission statement.

Staff Appreciation Ideas

Thankful for you

- A google form has been created to collect parent submissions to thank our teachers for their hard work. The responses will be collected and shared via social media to show appreciation to all teachers and staff. This will be included in this week's weekly newsletter. This was postponed from the holidays to this month.
- Krystal Black was able to get Chick-fila gift cards for the teachers. Thirty-two cards were provided to Mrs. King to distribute to the teachers as incentives.

Finance Committee: Esther Goss *(Todd Levin provided report in Esther's absence)*

- **Next Finance Committee meetings will be held 1/12/21** due to the changes in the Board meeting dates for December meeting.
- Open question on the bond requirement from the previous Board meeting.

IV. Closing Items

Kenny Hamner – note to Committee Chairs to check February Committee meeting dates to ensure the February winter break doesn't not coincide with current dates.

V. Key Action Items

VI. Adjourn Meeting

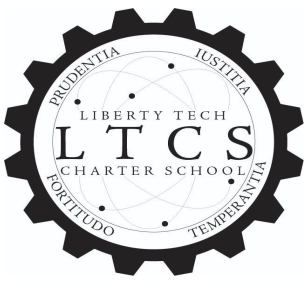
Todd Levin made a motion to adjourn the meeting. Andrea Ferguson seconded the motion. The board VOTED unanimously to approve the motion.

Roll Call

T. Levin	Aye
A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Aye
J. Floyd	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:21PM.

Online meeting link: <http://bit.ly/3tpOTn3> due to the meeting being conducted online each meeting has been recorded.



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Respectfully Submitted,

Andrea Ferguson
Secretary