

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."

Board Meeting Minutes

Monthly Board Meeting

Date and Time

Monday, January 27 at 7:00 PM

Location

Liberty Tech Charter School teacher conference room. In accordance with Georgia's open meetings requirements, notice of this meeting has been posted on the school website.

Directors Present

Eric Ochsner, Todd Levin, Tony Tringale, Esther Goss, Kenny Hamner, Andrea Ferguson

Directors Absent *None*

Ex-Officio Members Present

None

Non-Voting Members Present

Melissa King (Principal), Tyler Willis (teacher)

Other Members Present

Celesta McGee (PTO)

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Eric Ochsner called the meeting of the Board of directors of Liberty Tech Charter School to order on Monday, January 27, 2020 7PM at Liberty Tech Charter School, 119 Price Rd., Brooks, GA. Eric Ochsner Todd Levin seconded the motion.

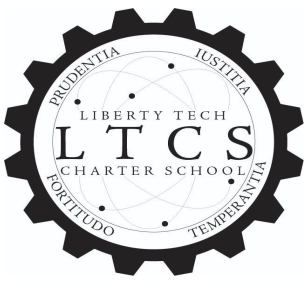
C. Public Comment

No public comments were requested.

II. Discussion Items

A. Parent Teacher Organization (PTO update)

The PTO update was provided by Celesta McGee, PTO President.



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PTO Meeting, 2/4 at 8am. Spirit Night at Skyzone, Newnan, 6-8PM on 02/21.
New Spirit wear available: new item, fleece jackets which can be worn in class.

B. Open Items

Pre-K

Mrs. King submitted the Pre-K application on 01/24/2020.

C. Principal Update

Dashboard

Enrollment is at 415 as of today. Attendance was below 95% goal due to the flu cases that occurred before the break. December discipline referrals were low.

Financial Stability

The financial records are up to date. The January Committee meeting was held by conference call on 01/23/20. Mrs. King, Celesta McGee (Operations Manager), and Jennifer Mullinix (Business Manager) began reviewing 2020-2021 budget needs. In self-contained classroom, there is an urgent need for an additional resource to help care for that student. Mrs. King would like to add two paraprofessionals, one per second grade classroom due to second grade having the highest number of RTI students at a grade level. The second grade on the winter map had the lowest growth on the winter MAP for reading and language usage. We will be accepting IDEA funds 56K will pay for Special Ed teacher and one teacher assistant in the classroom. Idea vision two paraprofessionals for K-2nd grade and one shared between 3rd-5th grades.

Computers are needed to run some of the STEAM items that were purchased with the CSP grant. Some of the funds earned by the golf tournament in the fall and a \$3K donation that was just received will be used to support this need. Mr. Willis and Mrs. Robinson are working with Mr. Gallacher (IT dept.) on the specifications for the computers needed for the 3D printers and robots.

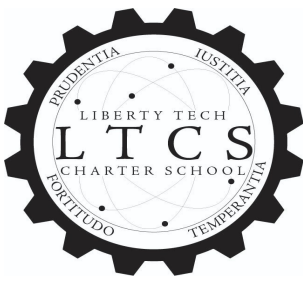
Lottery Update

As of Friday, January 24th, the school has received 97 lottery applications. Kindergarten, 1st, and 6th grades have the highest numbers. School tours are being given each Tuesday at 2pm and Fridays at 10am. For the past two weeks there have been 3-6 families per tour. The lottery is being advertised on social media.

Personnel Update

Natalie Thomas – new lunch specialist. Staff intent to return forms have been sent out this week in order to begin thinking about staff for the 2020-2021 year. Offer letters to be given in February. Looking to get into Griffin RESAs job fair.

National School Choice Week: Week of January 26-February 1



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D. Committee Updates

Academic Committee: Eric Ochsner

Tony is now a trained LEAKS observer so he will be able to assist with the staff observations this year.

Development Committee: Andrea Ferguson

- **Winter Extravaganza:** there were over 100 families present at the event. We had 13 vendors and raised \$260 from vendor participation, which is \$60 more than last year.
- **Annie support:** In lieu of a spring movie night, the Board will support the Annie production with ticket sales and anything needed from the school.
- **Annual Fund:** the Annual Fund will continue through March 31st. Currently a 25% participation rate. The request for participation is updated to \$1/family this year. Based on the low initial response we feel that timing of the campaign (during the holidays) may have led to a low participation. Last year we had an 86% participation rate from our families with the annual fund with over 50% of the families donating more than the requested \$5 donation. The participation rate information can be used on our grant applications. We raised over \$1000 last year with just the participation campaign portion of the campaign.

Finance Committee: Esther Goss

- **Committee meeting:** a monthly conference call will be held on the 3rd Wednesday. Goal is to meet via conference call prior to Board meetings. Error with QuickBooks payroll still being investigated where the payroll taxes weren't provided permission for QuickBooks to pay automatically to the state. Todd suggested with different levels of support for QuickBooks. Taxes were paid. They will pay the interest and penalty. \$4k penalty. Check the biweekly taxes to ensure those are getting paid. Develop clear financial goals. Look into obtaining a financial investor.

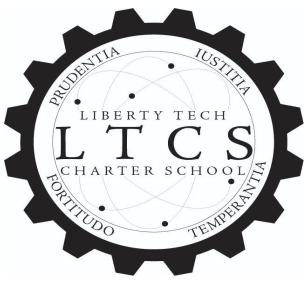
Governance Committee: Kenny Hamner

- The Pre-K application was submitted on 01/24/20.
- The next Board training is scheduled for February 4th -5th. Eric and Tony will attend.
- Charter renewal: we will revisit this next October when the process re-opens. Andrea will obtain the questions in advance.
- Mandated reporter training – all completed.

Items for Approval:

Eric motioned that we amend the agenda to include a review and vote of the lottery criteria for preferential treatment. Tony seconded the motion. Vote: Yea: 5, Nay: 0. Motion passed.

Update to the lottery policy for military families or other families that have departed Liberty Tech due to uncontrollable circumstances. Motion to change section 2.4.3 what criteria gives preferential treatment of the lottery policy "students who were in good standing with the school due to uncontrollable circumstances. Such uncontrollable circumstances need to be reviewed with the



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school prior to the student un-enrolling in the school and appropriate documentation needs to be supplied to validate the uncontrollable nature of the enrollment. Examples of such uncontrollable circumstances may include, but are not limited to: a student whose parents leave due to an active duty military deployment or a student leaving to deal with a medical issue". Families would need to document the circumstances in an online form to be managed by the Liberty Tech registrar.

Also, to remove the slots for grade levels that are not applicable from the section 2.4.3.

Tony Tringale seconded the motion. Vote: Yea: 5, Nay: 0. Motion passed.

December minutes - Eric motioned that we approve the December minutes. Todd seconded the motion. Vote: Yea: 5, Nay: 0. Motion passed.

Eric motioned that we vote on the amended 2.4.2 and 2.4.3. Todd seconded the motion. Vote: Yea: 5, Nay: 0. Motion passed. Andrea to update the policy and update the website.

Executive session: Eric motioned to move to the Executive session. Kenny seconded the motion. Vote: Yea: 5, Nay: 0. Motion passed. Executive session began 8:23PM.

III. Key Action Items

- Mrs. King will look into additional funding from the state for the new student in the self-contained classroom
- Todd to look into grants from computer companies for STEAM lab.
- Andrea to collect availability of Board members for February through May and submit to Mrs. King

IV. Closing Items

A. Executive session outcome

- a. None

B. Adjourn Meeting

Eric Ochsner made a motion to adjourn the meeting. Todd Levin seconded the motion.

The board VOTED unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:25PM.

Respectfully Submitted,

Andrea Ferguson
Secretary