

## Liberty Tech Charter School

119 Price Road, Brooks, GA 30205

[www.libertytechcharter.com](http://www.libertytechcharter.com)

770-461-0005

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

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**Draft: 03/22/2021**

**Approved: 04/24/21**

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## Board Meeting Minutes

### Date and Time

Monday, March 22 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

Kenneth Hamner, Esther Goss, Vimal Patel, LaShondra Storr, Kristi Hardeman, Eric Ochsner, Heather Ambrosio, Eric Walker, Andrea Ferguson

### Directors Absent

*Jametria Floyd*

### Ex-Officio Members Present

*None*

### Non-Voting Members Present

*Melissa King, Tyler Willis*

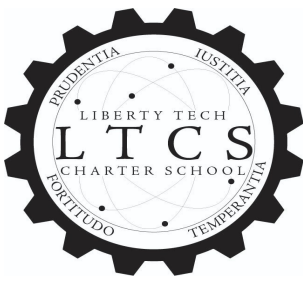
### Others Present

*Khina Starr All guests were present remotely.*

**Teachers & Staff:** *Joyce Christy, Tyler Willis, Shondra Rosier, , and* 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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Eric Ochsner called the regular Board meeting of the Board of Directors of Liberty Tech Charter School to order on Monday, March 22nd, at 7:02 PM

**Zoom** conference call noted above. Andrea Ferguson seconded the motion. Vote: Yea:8, Nay: 0, Absent:2. Motion passed.

## Roll Call

A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
K. Hardeman	Aye
E. Walker	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

## C. Approve Minutes

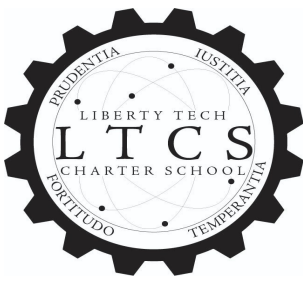
**February 22nd minutes** – Esther Goss motioned that we approve the February 22nd minutes be approved as written. Vimal Patel seconded the motion. Vote: Yea:8, Nay: 0 Absent: 2. Motion passed.

## Roll Call

A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
K. Hardeman	Aye
E. Walker	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

## D. Approve Agenda

Andrea Ferguson reviewed two changes to the agenda for the Principals report (i-Ready and Percussion Proposal). Kenneth Hamner added a correction for Academic Committee report. The report would be led by Eric Ochsner instead of Kenneth Hamner. Eric Ochsner motioned to approve the March 22nd agenda with the above noted changes. Vimal Patel seconded the motion. Vote: Yea: 8, Nay: 0, Absent: 2. Motion passed.



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### Roll Call

A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
K. Hardeman	Aye
E. Walker	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

### E. Public Comment

At 7:06 PM, Eric Ochsner 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.

Eric Ochsner made one last open request for Public Comment and then moved to the next section of the meeting.

## II. Discussion Items

### A. PTO Report

Celesta McGee reported that the PTO is seeking nominations for all positions. Teacher appreciation week will be April 19-23<sup>rd</sup>. More information will be sent out after Spring break. Please email [lcspto@gmail.com](mailto:lcspto@gmail.com) if interested. Heather Ambrosi asked that the teacher appreciation week info be sent out prior to Spring break to help families plan accordingly. Celesta noted that the information would be sent out in advance of spring break.

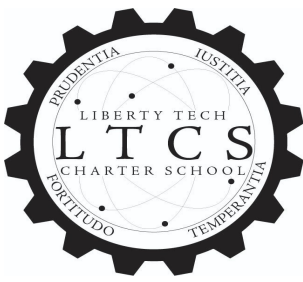
### B. Principals Report

**Dashboard data:** Year to date enrollment is 410; number will drop due to a few families moving out of state. Withdrawals less than 2020. Waitlist is at 75 students.

#### Attendance:

Attendance: SCSC Goal - 95% - LTCS: 97.19% for February

- Grade levels below the 95% Goal: 2<sup>nd</sup>; % of students attending daily increased since December.
- **Current waitlist breakdown by grade level:** Kindergarten and second grade slots already been filled.



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→ Current Waitlist Breakdown										
Grade	K	1	2	3	4	5	6	7	8	Total
Total:	14	30	7	9	4	9	1	0	1	7

→ 2021-2022 Waitlist (After Kindergarten & 2nd Grade spots were filled.)										
Grade	K	1	2	3	4	5	6	7	8	Total
Total:	16	19	25	7	18	5	17	7	4	118

Parent survey on intent to return for 2021-22 school year will be sent to all families via Google form and due by the middle of April. This will allow slots to be filled for the upcoming year.

Eric Ochsner asked about the improvement of disciplinary numbers in comparison to last year. Mrs. King stated that for discipline the teachers had restorative practices training last year with Amber Stewart. The Administrators and team of teachers were trained. Principal of restorative practices is to be proactive and not reactive. Also, with discipline when you give punitive consequences and do not get to the issue of what is going on then will continue to get repeat offenders. Goal is to repair hurt in relationships is key to the reduction in disciplinary action. Next school year plan to get all of the teachers trained on restorative practices and de-escalation techniques.

## Financial sustainability (February):

### Budget/Actual

State Revenue: **\$349,861.00/\$349,912.00**

Supplemental Revenue: **\$0/\$3,199.19**

Total Revenue: **\$349,861.00/\$353,111.19**

Expenses: **\$393,148.78/\$350,883.43**

Fund Balance: **(\$35,998.78)/ \$2,227.76**

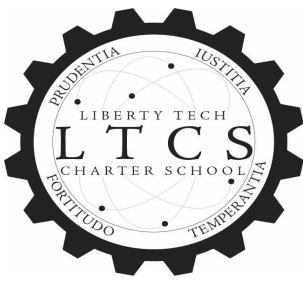
Cash Balance: **\$2,605,767.77**

Fundraising/Contributions: **\$147.93**

## i-Ready Diagnostic Test #2 Results:

### • Math Diagnostic Results

- It has been five months between the first and second i-Ready Math Diagnostics. Annual typical growth for a 5-month period is 50% or 10% growth per month.
- i-Ready is based more on the Georgia Standards of Excellence (GSE) than NWEA Map scores.
- Scores from students returning from virtual to school have been lower. Most of the students returning the second half are kindergarten and many are behind.



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KK	1	2	3	4	5	6	7	8
42%	55%	50%	51%	35%	50%	40%	45%	122%

	Below 50% Annual Typical Growth per grade level
	50%-74% Annual Typical Growth per grade level
	75% and above Annual Typical Growth per grade level

## • Reading Diagnostic Results

- It has been five months between the first and second i-Ready Math Diagnostics. Annual typical growth for a 5-month period is 50% or 10% growth per month.
- i-Ready is based more on the Georgia Standards of Excellence (GSE) than NWEA Map scores.

KK	1	2	3	4	5	6	7	8
33%	64%	56%	73%	70%	71%	59%	117%	203%

	Below 50% Annual Typical Growth per grade level
	50%-74% Annual Typical Growth per grade level
	75% and above Annual Typical Growth per grade level

## Staffing Update:

Offer letters are being given to current staff members now.

- We will no longer be using Connect for our PE and After School staff.

New PE staff:

- Scott Murray - F/T PE Teacher
- Lori Clark - F/T PE Teacher's Assistant

New Dean for 4-8 Grades

- Jon Schoening

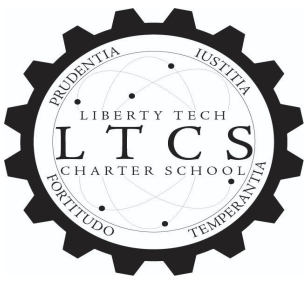
New 3rd Grade Teacher:

- Breanna Barentine

Currently hiring for the following positions:

- Middle School History Teacher
- P/T After School Director (20 hours)

Adding a reading/learning lab teacher to help run this lab. This position will also be included as additional instructional support for kindergarten



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### COVID Update:

LTCS staff was given the opportunity to receive the two dose COVID vaccination through the Fayette County Health Department. Some staff members received the vaccine on their own rather than through the school.

- 297 out of 410 students are currently Brick and Mortar with 113 students being virtual.
- We had no cases COVID in the building for the month of February.
- This was optional. 70% of teachers will be vaccinated at the end of this vaccination cycle.
- No virtual option for 2021-22.
- Some safety protocols will need to stay in place. All being reevaluated for the upcoming school year to help during flu season.

### Percussion Playground Proposal

The school received a facilities grant of \$39K. The school is limited with what the money can be spent on one area is the playground. This area could be used by all students K-8. The percussion playground would move with the school, if the school ever relocated. Mrs. Mullinix would like the board to vote on a percussion playground, students with disabilities. Staff was surveyed and 95% loved or liked it, 93% said they would use the outdoor space. There will be eleven instruments included in the playground and the addition of concrete. The area will be ADA compliant and allow for 1-18 students to play in the area and be hands on. The project is currently \$5448 over budget of the \$39K received. Mrs. Mullinix and Mrs. McGee are looking at other areas to move the additional funds needed.

Kristi Hardeman brought up there is a broken slide and new mulch needed. Mrs. King stated new mulch is added yearly and she would contact Fayette County about the broken slide. Eric Ochsner asked about how to get the students involved. Mrs. King and front office staff are looking at involving the students and have them create mini tabletop structure to mirror the actual structure being built by Lewis concrete. Also, she would like to enlist Mr. Ochsner's help in the student process.

**Eric Ochsner** motioned that we approve the funds for the percussion playground. Andrea Ferguson seconded the motion. Vote: Yea:8, Nay: 0 Absent: 2. Motion passed.

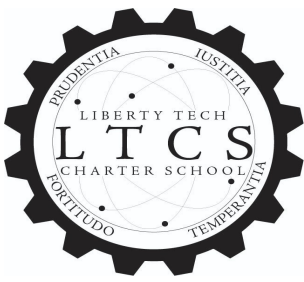
#### Roll Call

A. Ferguson	Aye
E. Goss	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
K. Hardeman	Aye
E. Walker	Aye
H. Ambrosi	Aye
E. Ochsner	Aye

### D. Committee Updates

**Academic Committee: Eric Ochsner**





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- **Meeting date change:** 3<sup>rd</sup> Thursday of each month at 7pm. New Committee members Kristi Hardeman and Heather Ambrosi. LaShondra Storr will continue on as a member.
- **Testing software:**

### **Governance Committee: Vimal Patel**

### **Board & Committee Recruitment**

- Current board = 10 members / Goal = 12 members
- Three more people are candidates for joining the board and are currently in the process of completing requirements:
  1. Dr. Wayne Stone
  2. Lauren Conway
  3. Khina Starr
- Still seeking 1 more member with an expertise in finance

### **Committee Positions / Onboarding**

- Completed onboarding of new board members (recorded session is available on the GDrive)
- Will work with new board members assigned to Governance on initiatives / Upcoming tasks

### **SCSC Required Training**

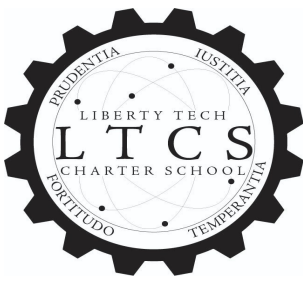
- All current 2020-2021 board members have attended the main training session
- All members on the board prior to April 13th must complete training in a new session added for April 13th
- All 2020-2021 board members should continue to complete self-guided sessions by June -- <https://scsc.georgia.gov/fy21-governance-training-breakout-session-webinars>
- 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 Governance know if you complete a session so it can be recorded

### **Upcoming Tasks**

- Evergreen - Add committee agendas & minutes to the site
- Spring - Revamp policies (i.e., remove high school references, break into smaller documents, etc.)

### **Next Governance Meeting**

- March 25th at 8pm (we will discuss potentially moving to alternate date/time for future governance committee meetings)



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### Development Committee: Andrea Ferguson

Staff Appreciation Ideas –

- Thank you link on Facebook month of March

Strategic Plan sub committee

- Jametria will head this subcommittee
- Plan to develop a dashboard by June to align with the yearly school improvement plan

Recruiting Strategy

- Reach out to families that have supported Board committees in the past
- Transition chair role by April to Jametria
- Add two community members (businesses)

Chick-fil-A Night – March 2<sup>nd</sup> 5-7pm, 10% of all sales (social media and emails)

Fundraising – revisit strategy for 2021 school year

### Grants:

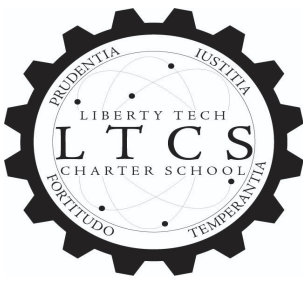
- The Literacy for Learning, Living, and Leading in Georgia 2019 (L4GA 2019) Cohort Two grant
  - COVID-19 Response Fund Grant Program (tutoring, mental health services, professional development – may be able to link
    - McCarthy Dressman Education Foundation
    - National Council of Teachers of Mathematics Grants

### Finance Committee: Esther Goss

- **March Finance Meeting:**
- A few line items were under budget.
  - Janitorial under budget (cannot find supplies); printing(less being done);; teachers (put on FMLA)
  - W2's and 1099s were sent out on time
  - No additional reforecasting done.
  - Bond requirements – reached out to insurance company based on requirement 100,000 bond is feasible. Keep with current insurance company due to familiarity with charter school financials.
  - PPP – forgiveness has been submitted. There was an issue with the signature on the original paperwork being Eric. Now that Eric is back on the Board this will be a quick notification on this item. The submission of paperwork will move the note payable to income, will not impact liability.
  - Transition – Esther has been working to get more people involved in the Committee due to her transition.

**E. Executive Session:** The Board had items to be discussed in the Executive session regarding the review of the 2/22/21 Board meeting minutes and Principal contract renewal. Eric Ochsner





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motioned that move to Executive session. Kenneth Hamner seconded the motion. Vote: Yea: 8, Nay: 0 Absent: 2. Motion passed. Zoom Breakout room established to hold the Executive session.

### Roll Call

E. Ochsner	Aye
A. Ferguson	Aye
E. Goss	Aye
H. Ambrosi	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
E. Walker	Aye
K. Hardeman	Aye

The Board moved into Executive session at 8:07PM for the purposes of discussing personnel related issues.

## IV. Closing Items

### Executive session outcome

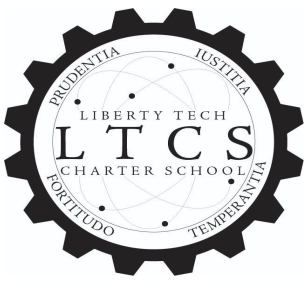
Eric Ochsner made a motion to adjourn the Executive session and return to the main session. Esther Goss seconded the motion. Vote: Yea: 8, Nay: 0 Absent: 2. Motion passed.

### Roll Call

E. Ochsner	Aye
A. Ferguson	Aye
E. Goss	Aye
H. Ambrosi	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
E. Walker	Aye
K. Hardeman	Aye
M. King	(non-voting member)

The Board returned to the conference call main room at 8:30PM. The Executive session outcome was that Mrs. King's contract renewal document should be sent o her by Eric Ochsner with the update salary agreed upon in the meeting. Next monthly Board meeting will be held on Monday, April 24th at 7pm.

## V. Key Action Items



## Liberty Tech Charter School

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### VI. Adjourn Meeting

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

#### Roll Call

E. Ochsner	Aye
A. Ferguson	Aye
E. Goss	Aye
H. Ambrosi	Aye
K. Hamner	Aye
V. Patel	Aye
L. Storr	Absent
J. Floyd	Absent
E. Walker	Aye
K. Hardeman	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:36PM

**Online meeting link:** due to the meeting being conducted online each meeting has been recorded.

The recording for this meeting can be found at

[https://zoom.us/rec/share/RnnU5fBrm\\_h6u0w4zs3sFOPLSwxRV--w6Pes3Pj6fp4g2gxX8N7hLoWj6Jm\\_rGP4.pKHFgFmbsdqmNI7z](https://zoom.us/rec/share/RnnU5fBrm_h6u0w4zs3sFOPLSwxRV--w6Pes3Pj6fp4g2gxX8N7hLoWj6Jm_rGP4.pKHFgFmbsdqmNI7z)

**Passcode:** 3fvcy.\$e

Respectfully Submitted,

Andrea Ferguson  
Secretary