



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

Monthly Board Meeting Minutes

June 6, 2022 | 7:00 PM

- **MISSION** - The mission of Liberty Tech is to educate students with a project-based learning environment utilizing STEAM & classical methodologies.
 - **VISION** - Develop individuals who are knowledgeable, wise, and virtuous and will positively impact the world around them.
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Attending: Lauren Conway, Michelle Hamner, Ashley Busby, Eric Walker, Melissa King
(Principal/Superintendent)

Not Attending: Vimal Patel, Neka Haywood

Record Attendance: Michelle H. recorded attendance. A quorum was present.

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

Approve May Meeting Minutes: Lauren C. reviewed the minutes from the May Board Meeting. Ashley B. made a motion to approve the minutes; Eric W. seconded the motion. The May Meeting Minutes were approved unanimously.

Approve June Meeting Agenda: Lauren C. reviewed the June Meeting Agenda. Ashley B. made a motion to approve the agenda. Eric seconded the motion. The June Meeting Agenda was approved unanimously.

Public Comment: No public comments were received.

PTO Update: No update.

Superintendent Report: Mrs. King gave the report.

- **May Dashboard** - Enrollment did not change for April or May. There was a decrease from April's daily average attendance rate. No grade levels in May met the daily average attendance goal of 95% or higher. The Milestones testing data is being updated and will be reported on at the July board meeting.
- **2022-2023 Personnel Update** - New and returning staff for 2022-23 were reviewed. There are open positions for a Pre-K Lead teacher, a Pre-K Teacher's Assistant, and a 4th grade ELA/History teacher.

- **Pre-K Update** - Enrollment began on June 1 and the Pre-K class filled that day with 22 students. There is a waitlist currently. Enrollment packets must be brought to the school in-person. Information on Pre-K enrollment is on the Liberty Tech website.
- **Media Center Shelving Purchase (Vote)** - With the addition of Pre-K and the new Kindergarten teachers, room adjustments have been made in the school and additional shelving is needed in the Media Center. Three estimates were obtained for new shelving. The proposed quote from Cutler Design & Improvement LLC is \$9,000, which includes shelving made from real wood. Cutler Design & Improvement LLC is a local company and can ensure an exact fit and installation. These would be installed prior to the new school year. Lauren C. made a motion to approve the purchase from Cutler Design & Improvement LLC in the amount of \$9,000. Ashley B. seconded the motion. The motion to approve the purchase was approved unanimously.

Academic Committee Report: No update.

Governance Committee Report: Ashley B. provided the update

- **Recruitment Update** - There are 3 candidates in the recruitment pipeline who are working through the requirements to join the board.
- **2022-23 Officers** - Reminder that officer nominations are open for board members. Voting will occur at the July meeting.

Development Committee Report: No update.

Finance Committee Report: Eric W. provided the update.

- **FY23 Proposed Budget Review** - Mrs. King provided updates for the 3rd public review of the FY22-23 budget: under "Other Revenues," the amount changed due to adding the other fundraisers and rollover reserve funds from FY22 due to backordered items. The Instruction budget changed due to needing an additional Teacher's Assistant in Student Support, as well as the hiring of a remedial math teacher for 6th-8th grades. The other change is in School Administration, due to hiring the HR Coordinator. Pre-K program budget dollars may need to be housed in a separate bank account, as it's its own separate entity from SCSC. Mrs. King is seeking additional information.
- **Public Comment - Budget** - No public comments received.
- **FY23 Budget Approval (Vote)** - Ashley B. made a motion to approve the FY22-23 budget. Eric W. seconded. The FY22-23 budget was approved unanimously.

Action Item Review: No action items to review.

Adjourn Meeting: Eric W. made a motion to adjourn the meeting. Ashley B. seconded. Lauren C. adjourned the meeting at 7:19 PM.