

BOARD OF TRUSTEES REGULAR MEETING

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia

August 18, 2017

President Starr called the Board of Trustees Regular Meeting to order at 7:04 p.m. at Liberty Tech Charter School, 119 Price Road, Brooks, Georgia. Those in attendance and constituting a quorum were:

Present: Joseph Starr – *President*
Cheryl Sanborn – *Vice President*
Jennifer Burr – *Secretary*
Michael Boylan – *Member*
Jim Lynch – *Member*
Anna Maupin – *Member*
Eric Ochsner - *Member*
Doug Waldorf – *Member*
Aaron Wright - *Member*

Absent: Stacey Lewis – *Member*
Robert Smith - *Member*

AGENDA: Motion to amend the Agenda to add Proposed PTO Policy Change by Jennifer Burr, Second – Jim Lynch (All Approved/None Opposed). Agenda amended.

Motion to approve Agenda with amendment by Jennifer Burr, Second – Jim Lynch (All Approved/None Opposed). Agenda is approved.

MINUTES: Minutes for July 21, 2017 will be voted on in the next Governing Board meeting of September 15, 2017.

Action Items Requiring Vote:

PTO Policy Amendment: PTO Policy was added to the Agenda for discussion. Vote will take place at the September 15, 2017 meeting.

Update from Principal, Mike Stewart:

MAP: Our students scored higher in all subject compared to the national norm.

Donations: \$4,000 from the Ingram Foundation (22 document cameras).
\$1,500 from Caroline Dunaway (unrestricted donation).
\$500 from Mr. Moore (K-Student Parent unrestricted donation).

Generation In Focus: Very responsive to all of our requests and changes. PE program is very strong. Students love the STEAM class.

Lunch Transition: Currently at a \$1600 loss per month, well below last-year's monthly loss average.

Audit: Went very well. Pre-cash balance over \$300,000. \$545,000 assets to liabilities. Currently a strong financial position for the school

Middle School: System and routines were the focus of the first week of school. Mr. Stewart reports there is definitely more rigor this year and the lockers have arrived.

Prospective Parent Nights: Have been scheduled

2018-2019 Lottery: Already posted with requirements and procedures on the website.

Leader Advisory Program: Mr. Stewart was asked to be on the Leader Advisory Program with Mr. Jeff Barker as the Mentor. Great honor to be asked and Mr. Stewart accepted the invitation.

Pool to School: Mr. Stewart and Ms. Ferguson met with the Pool to School representative and have again requested our school number so we can get the parents who need assistance set up through the program.

PTO Recap (Andrea Ferguson, PTO President):

Ms. Ferguson talked about future fundraising programs and events for the school (Book Fair, Gold Tournament, etc.)

Academic Update:

The Dashboard is in its final revisions and we should have it by next meeting.

Finance:

Finance Committee chair, Doug Waldorf discussed our GABoe FTE allocation was lower than expected (405 vs. 420 budget FTE's). The school is not sure why the DOE adjusted the number to 405 from 420 but they indicated it will be adjusted in April 2018.

IT Update:

Lunchroom Software: Jim Lynch indicated there were some issues with the system and he did make some temporary adjustments. Currently we have \$2600 on deposit from parents and \$1100 owed to the school for lunches already consumed.

Governance Update:

Governance Committee chair, Doug Waldorf discussed By-Law revision for Board terms to stagger out end dates for members.

Discussed necessity to onboard a Treasurer. Ms. Sanborn volunteered to write the job description so we can post that to the parents, newspaper, etc.

The Charter and Amendments will be added to the website by Mr. Lynch.

Discussed having our annual training at our location this year instead of going to Lake Lanier.

Development Update:

Development Chair Anna Maupin discussed a three-prong fundraising effort 1. Each out to local companies; 2. Direct Drive campaign for our stakeholders; and, 3. Event that the Board sponsors (e.g. Adult Prom).

ADJOURNMENT: Motion to adjourn meeting at 8:28 p.m. by Jennifer Burr – Second, Eric Ochsner. (All Approved/None Opposed) Minutes submitted by Secretary, Jennifer Burr.