

BOARD OF TRUSTEES REGULAR MEETING

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia

January 20, 2017

President Starr called the Board of Trustees Regular Meeting to order at 7:08 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*
Simon Hukin – *Treasurer*
Jennifer Burr – *Secretary*
Nathan George – *Member*
Stacey Lewis - *Member*
Jim Lynch – *Member*
Anna Maupin - *Member*
Doug Waldorf – *Member*

Absent: Danny England – *Member*

AGENDA: Motion to Approve Agenda by Jennifer Burr, Second – Jim Lynch. (All Approved/None Opposed). Agenda is approved.

MINUTES: Secretary Burr was not present for the December meeting and the Notes of who approved the November 2016 minutes has been misplaced. Therefore, an additional Motion to Approve the November 2016 Minutes by Jennifer Burr, Second – Cheryl Sanborn. (All Approved/None Opposed). November 14, 2016 Minutes are approved. The December 2016 minutes will be approved at the February 2017 board meeting.

Motion to approve the November 2016 Executive Session Minutes by Jennifer Burr, Second – Jim Lynch. (All Approved/None Opposed). November 14, 2016 Executive Session Minutes are approved.

Action Items Requiring Vote:

February 2016 Meeting: The currently scheduled February Board meeting conflicts with the annual school lottery.. Motion to change the February 17, 2016 meeting to Wednesday, February 15, 2016 commencing at 6:30 p.m. by Jennifer Burr, Second – Simon Hukin. (All Approved/None Opposed). Motion passes.

Update from Principal, Mike Stewart:

MAPP: 65% of students met the growth goal. Math is below the National norms. MAPP winter data is typically lower than spring data. Students will need to take the test more seriously. Older students will be taking the test in the afternoon.

Budget: The school budget is on track even with the \$100,000 shortfall from the State. School will continue to operate using our current practices.

Fundraising: Contact that will do Stage I fundraising pro bono for the school. Stage II will be a cost to the school and will evaluate at that time.

School Climate Rating: The schools climate rating is forthcoming.

Lottery: Applications are coming in daily. Applications are turned into the office in person so that the parents understand the drive involved in attending the school to curb people starting then a few days later withdrawing because of the drive. This year's lottery will be done manually instead of electronically. Everything will be logged electronically. Extra communication went to parents so they are aware that siblings still need to be registered. He is concerned at the lack of 9th grade registrations. Intent to return notices will be sent out to all students to get a handle on how many are returning and how many places may open up.

Aflac – Enrollment is complete and 90 percent are enrolled.

PTO Recap (Andrea Ferguson, PTO President):

Beautification Group: Mulch was spread today by several of the older after-school students. Those students will continue to spread the mulch.

Dance: Upper school representative is working on a dance. The Upper School dance is planned for March 3, 2017 for 7th and 8th grade students. A Lower School Sock Hop will also be planned for later in the year for 3-6th grade students.

Consignment Sale: March 18th 9:00 a.m. – 4:00 p.m.

Yearbook: Original yearbook provider has gone out of business. Strawbridge Photograph will be producing our yearbook. 35 yearbooks have been sold. Mike Stewart to provide a link to the yearbook purchase in the weekly newsletter to parents.

Script: We have completed the process and are now set up to participate in Script.

Academic Update:

Dashboard: Cheryl Sanborn indicated the Dashboard continues to move in the right direction and is working on getting the information on one page. We need to track how we are meeting our goals.

Classical: Anna Maupin met with the teachers to discuss writing and writing classically. She believes the writing focus has greatly improved after meeting with the teachers. Upper school students are writing reading logs (read then write). They are implementing writing across the curriculum. Discussed how writing projects can also be math projects and sees writing “spilling over” to other subject areas.

Finance:

The temporary accountant position cannot be sustained in our budget. Simon Hukin will look at the budget to bank reconciliation. We are waiting on the forecast budget. The temporary accountant costs are not included in the current numbers.

IT Update:

Lunchroom Software: Jim Lynch is continuing to work on programming the new software. He is going to test on an Apple device for compatibility purposes and ease of use for parents/users.

Governance Update:

Training: All members have registered for the annual required Governing Board training.
By-Laws: We need to amend our By-Laws regarding Committees and Board Terms.

Development Update:

Grants: Cheryl Sanborn is in contact regarding deadlines and requirements for our Planning Grant/Innovation grant

Facilities Update :

Danny England was not in attendance.

Executive Session (8:55 p.m. – 9:26 p.m.):

Motion to commence Executive Session at 8:55 p.m. by Jennifer Burr – Second Doug Waldorf
(All Approved/None Opposed)

- Personnel

ADJOURNMENT: Motion to adjourn meeting at 9:48 p.m. by Jennifer Burr – Second Cheryl Sanborn. (All Approved/None Opposed) Minutes submitted by Secretary, Jennifer Burr.