



Liberty Tech Charter School  
119 Price Rd., Brooks, GA 30205  
Monthly Board Meeting Minutes  
Aug 28, 2023 | 7:00 PM

In attendance: Todd Levin, Vimal Patel, Robert Varghese, Lauren Conway, Eric Walker, Nathan Flint, Ashley Busby

Absent: Neka Haywood, Jeremy Tuck

Record attendance: Lauren recorded attendance. A quorum was present.

Call the Meeting to Order: 7:03 PM

Todd reviewed the July meeting minutes.

VOTE: Robert made a motion to approve July minutes, Eric seconded the motion. The agenda was approved unanimously.

Todd reviewed the August agenda and asked for any comments or edits.

Mrs. King added playground equipment vote to Superintendent Report

Robert added board roles to finance committee

VOTE: Lauren made a motion to approve the August amended agenda; Eric seconded. The August agenda was approved unanimously.

Public Comment (General Public Comment): None



Ashley Busby joined meeting

### **Mrs. King delivered July's Superintendent's Report.**

- Security Grant
  - Window film - exterior doors/window, not included on courtyard windows or high/tall windows. Install within 3-4 weeks. Prevents window from shattering. These are not privacy covers. 3m window film.
  - What will we do with the remainder? No final decision right now. Deadline for grant is by spring.
  - Cannot spend it on personnel, vehicles - security features only.
  - Cameras have been installed on the outside and working.
  - Robert motions to accept Mrs. Kings recommendation for Window Film Depot. Eric seconds. Vote passes unanimous.
- Playground preferred is the company that installed playground. Playground needs steps repaired. Installation and fixing for the quote. Landlord requested we use the company that installed playground. Repair done in Nov. Request to vote for Play World \$11,068 to fix stairs. We will receive a facilities grant to help with this payment.
- Todd motions to accept Mrs. Kings recommendation for fixing the playground. Robert seconds. Vote is passes unanimous.
  - 1 day of school - July 31 - Enrollment 427 K-8; 22 for pre-K
  - No discipline date because of one day of school.
  - Milestones - LTCS outperformed state in 16 out of 17 areas. 4th grade math and 5th grade science did not beat the state. To many students in Level 1 and Level 2.
  - School has specific action plan for 3-5th and 6-8th. The school digs more into iReady and MAP for the school.

**Academic Committee Report:** Milestone data that Mrs. King reviewed and at townhall. Subcommittee to look at middle school way of learning. Work with school personal to see who is interested in subcommittee.

**Governance Committee Report:** 1 current recruit in the pipeline. Mandate reporter and conflict of interest need updating by 2022 members. Policies need updating - page 183 - Procurement Policy - add a comment any volationo of this conflict of interet policy by an employee, agent or officer could lead to terminator or removal. Todd motions to approve. Eric seconds. vote is approve unanimously.

Cash receipt policy - 213 c - School checks shall be made payable to cash only at special events not to be in excess of \$100. Duty chart was updated. Mail - Principal/Registrar. All cash deposit slips shall be prepared by OM. The Business manager shall make all cash deposts. Checks of less than 10k require multiple sigantrues - Updating because business manager had hands into to much. Eric motions to approve. Todd seconds. Vote is approved unanimously.

Finance control policy - Lauren motions to approve. Todd seconds. Vote is approve unanimously.

**Finance Commitee Report:** Audit came through last week. Everything was great. Celesta McGee made adjusting entries for June. Financial measurements we are well within thresholds and benchmarks. Policy - need 3 quotes, proposing an amendment to policy for 3 quotes for equipment. Potential need to hire a consultant to review policy - keep up to date after legislature meets. Next step - Mrs. King looks into SCSC who we can use. Lauren Conway (prior board Chair) and Eric Walker (prior CFO) are being removed from school bank account. Robert Varghese (current CFO) and Todd Levin (current Chair) are added to the school bank account. Clear up CFO/board roles/titles and what can we change what we should change based on charter school law. Robert will come up with recommendations and feedback for governance committee

### **General Items**

- Pre-K Lottery: We cannot amend the charter like we voted back in the spring. SCSC gave us a few options. Prek is a "private school". Mrs. King recommends not amending charter. Move to a subcommittee and then engage SCSC for further steps. Todd motions to pause/freeze progress on amending the charter for PreK lottery in governance committee. Vimal seconds. Vote passees unanimously.



- Zoom - Give board members their own account. Todd is looking into expanding.

Executive Session:

Personal

Surveys

Todd motions to exit. Robert seconds. Executive session ends.

Todd motions to adjourns. Lauren Seconds. Meeting adjourned at 9:13pm.

Next meeting: September 25, 2023 at 7:00 PM.