

Shreveport Charter Schools, Inc.
Linwood Public Charter School
401 W. 70th Street · Shreveport, Louisiana 71106

Board of Trustees Meeting

JULY MEETING MINUTES

This meeting was held by teleconference via Zoom (Meeting ID: 267 635 4207) on **July 25, 2022**, at **4:00 PM**.

Board Members Present: Gard Wayt, Travis Morehart, Lauren Marchive, Dr. Bernard Kimble, Dr. Kerry Laster, Cynthia Franklin, Attorney Lori Graham, Buck Magee

Leadership Team/Staff/Consultants Present: Dr. Staughton Jennings, Tara Sealy, Kevin Cox, Andrew Nguyen, Wanda Austin-Lewis, Jennifer Hamilton-Myles, Marilyn Johnson-Preston, Shirley Pierson, Letisha Williams, Aaryenne Strickland, Camille Cruse, Starla Collin-Ross, Cheradee Williams, Richard Hilliard, Johnny Taylor, Dr. Jonathan Williams

Call to Order: Mr. Wayt called the meeting to order at 4:03 pm and welcomed Mr. Buck Magee to the Board.

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Wayt requested a motion to approve or modify the agenda.
- Mr. Morehart moved to amend and approve the agenda with the following changes:
 - To add “Approval of the Audit Engagement Letters” under the section, Financial Report
 - To add “Approval of the Asbestos Remediation Contract” under the section, Financial Report
- Mr. Marchive seconded the motion to approve the agenda with those changes.
- All voted in favor.

Conflict of Interest Advisements: There were none.

Visitor Comments: Ms. Sealy announced there were visitor comments from teachers who attended the National Charter School Conference. Ms. Nash shared her experience and key take-a-ways from the conference, mostly around STEM education, mental health, and charter school concepts. As a result of attending the conference, she stated that she would like to be more involved with attending board meetings. Ms. Chyreece Moore also shared her experience from the conference. She shared that the “Early Childhood Experience” and “Parents as Partners not as Puns” sessions stood out and helped change her perspective about how to better work with parents.

Approval of Minutes from Previous Meeting:

- Mr. Morehart moved to approve the June 20, 2022 minutes as distributed.
- Dr. Kimble seconded the motion to approve the minutes as distributed.
- All voted in favor.

Financial Report:

Kevin Cox presented the June 2022 financial report draft. See the [link](#) for details. This is the final finance report for FY22. This will remain a draft until the fiscal year closes out.

- Mr. Morehart moved to accept the draft June Finance report as presented.
- Dr. Kimble seconded to accept the June Finance report.
- All voted in favor.

Kevin Cox shared the first viewing of the FY23 Proposed Budget. The budget must be adopted by September 15 and there must be a quorum present to adopt the budget. This will be voted on at the next BOT meeting. See the link for details.

Mr. Marchive asked how we are budgeting for construction at the new building. Kevin suggested revising the budget and creating a separate project budget for construction. Mr. Wayt asked Mr. Marchive and Mr. Cox to work together to create the project budget, and to bring a draft budget at the next BOT meeting. They agreed to do so.

Approval of the Asbestos Remediation Contract

Mr. Marchive noted that the board has already approved design and bidding on the project and has authorized the signing of the contract.

- Mr. Marchive moved to enter into an agreement with the abatement contractor for his base bid on all three alternates (Alternates 1 & 2: Floor Tile removal in the classroom building and the gym, and Alternate 3: Adhesive material on panels in the gym).
- Mr. Morehart seconded to enter into an agreement with the abatement contractor.
- All voted in favor.

Approval of the Audit Engagement Letters

- Mr. Morehart moved to authorize the treasurer, Mr. Morehart, to sign the three audit engagement letters.
- Mr. Marchive seconded to authorize the treasurer to sign the audit engagement letters.
- All voted in favor.

Executive Director's Report:

- Dr. Jennings gave the Executive Director's report. (Consent agenda reports had been sent electronically for the board's review prior to today's meeting.) The floor was opened for questions.

Consent Agenda Reports

Items included: Academics, Operations, Marketing/Recruitment, Student Activities and Human Resources

Board Q & A:

Q: Dr. Laster asked for an explanation about the SBLC assistant position and role.

A: Dr. Jennings explained that that person will provide small group support and serve as a paraprofessional/ support position to the SBLC. Ms. Sealy added that they will work with the Tier 2 and Tier 3 students, students in the process but not qualified for SPED.

After extensive discussion, the board and staff agreed to rename the position as RTI assistant.

Q: Dr. Laster asked what happened to the assistant principal candidate.

A: Dr. Jennings explained that the candidate changed his mind after discussing the move with his wife. Ms. Myles explained that we are in the final round for interviewing and filling this position.

Q: Mr. Wayt asked how did the kindergarten registration drive go? How is 2nd and 4th grade enrollment going?

A: Ms. L. Williams shared that a total of 18 parents attended and 9 were for kindergarteners. There are currently 93 kindergarteners, 92 second graders, and 98 fourth graders.

Q: Dr. Laster asked is there a concern about vacancies for 4th grade math and science classes.

A: Ms. Myles shared that since the last report, we have filled these positions. She also shared there was a job fair the same day as the kindergarten roundup.

Dr. Jennings shared that there are 170 student applicants on the waiting list.

Q: Mr. Wayt asked Ms. Pierson if she has heard back from Mr. Snow at Aillet, Fenner since their meeting on June 17th.

A: Ms. Pierson replied that Mr. Snow responded on July 21st.

Ms. Franklin commended the enrollment street team. She had heard good feedback from parents. Ms. L. Williams will relay that message to the team.

- Mr. Morehart moved to approve the Consent Agenda items as distributed.
- Attorney Graham seconded the motion to approve the Consent Agenda as distributed.
- All voted in favor.

Aquaponic Update

Dr. Jennings reported that the equipment is ready to be installed. He is waiting on the IT department to relocate at the end of August/early September so that space can be used for Aquaponics.

Cyber Innovation Center Update

Dr. Jennings reported no update. Ms. Sealy shared that Ms. Nash will be the instructor for the Cyber Club on Thursdays.

Board Chairman's Report: Mr. Wayt provided the Board Chairman's Report.

Weight Training

Mr. Wayt said the weight training program is ready to begin. There is a new person who will work with us on this program and LSUS has all the equipment. Dr. Jennings has identified space for the program and anticipates starting shortly after the beginning of the school year. We need to collaborate with LSUS about platform measurements.

LSUS Academic Partnership

Mr. Wayt shared that this has been placed on a temporary pause. There are new personnel at the head of the Education department at LSUS. They will visit Linwood shortly after school starts, to tour and discuss plans.

Second Campus

Mr. Marchive reported that Ms. Pierson and he have spoken about the gym; he asked if the stage platform area and stairs should be a part of the demolition. Dr. Jennings responded yes. Mr. Marchive will relay this information to the contractor.

Charter School Conferences

Mr. Wayt asked if the school has started registration for the State Charter School Conference in December 2022. Dr. Jennings replied that we will start on that this week.

Board Retreat

Mr. Wayt would like to have a Board Retreat shortly after school starts. He proposed a half-day on a Saturday in August and asked Board Members to let him know about their availability on Saturdays in August.

Mr. Wayt thanked everyone for participating today and again welcomed Mr. Buck Magee to the Board.

Unfinished Business: None

New Business: None

Executive Session: None

Adjourn: Dr. Kimble moved to adjourn the meeting at 5:34 PM. Mr. Morehart seconded to adjourn the meeting. All voted in favor.

Please mark your calendars.

Consensus - The next meeting will be on **Monday, August 15, 2022** at **4 PM**