

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

Board of Trustees Meeting

NOVEMBER MEETING MINUTES

This meeting was held in-person at 331 E. 71st Street on **November 28, 2022**, at **4:00 PM**.

Board Members Present: Gard Wayt, Travis Morehart, Lauren Marchive, Dr. Bernard Kimble, Lori Graham, Cynthia Franklin, Buck Magee, Sheryl Nix, Mildred Toliver

Leadership Team/Staff/Consultants Present: Dr. Staughton Jennings, Kevin Cox, Andrew Nguyen, Wanda Austin-Lewis, Jennifer Hamilton-Myles, Letisha Williams, Camille Cruse, Cheradee Williams, Richard Hilliard, Starla Ross, Marvin McMurray (zoom), Dr. Jonathan Williams (zoom)

Call to Order: Mr. Wayt called the meeting to order at 4:13 pm.

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Magee moved to approve the agenda as presented.
- Ms. Toliver seconded to approve the agenda as presented.
- All voted in favor and the agenda was approved.

Conflict of Interest Advisements: There were none.

Visitor Comments: There were none.

Approval of Minutes from Previous Meeting:

- Mr. Morehart moved to approve the October 17, 2022 minutes as distributed.
- Mr. Magee seconded the motion to approve the October minutes as distributed.
- All voted in favor and the October 17, 2022 minutes were approved as distributed.

Financial Report:

Kevin Cox of 4th Sector presented the October Finance Report. See the [link](#) for details.

Questions, discussion, and actions followed:

Q: Mr. Marchive- Asked where the design and construction is shown.

A: Mr. Cox- Replied that this info is shown on the balance sheet under Capital.

Mr. Marchive requested a special report detailing the building purchase and design work for the second building. Mr. Cox and Ms. Lewis will prepare the report to present at the next board meeting.

- Mr. Marchive moved to authorize Aillet, Fenner, Jolly, & McClellan, Inc. to proceed with the development of Bid Documents for Renovation at our Second Campus on Henderson Avenue, Shreveport, Louisiana. The scope of work shall include Base Bid and three (3) Alternates as outlined in the AFJMc's Opinion of Cost Document dated – revised 11.16.2022 (provide copy to the board). See [link](#).
- Mr. Morehart seconded the motion to authorize Aillet, Fenner, Jolly, & McClellan, Inc. to proceed with the development of Bid Documents for Renovation at our Second Campus on Henderson Avenue, Shreveport, Louisiana. The scope of work shall include Base Bid and three (3) Alternates as outlined in the AFJMc's Opinion of

Cost Document dated – revised 11.16.2022 (provide copy to the board). See link.

- All voted in favor and the motion was adopted.

Mr. Marchive reported that the Construction team wants to have a design meeting within the next few weeks

- Mr. Morehart moved to approve the October Finance Report as presented.
- Ms. Toliver seconded the motion to approve the October Finance Report as presented.
- All voted in favor and the October Finance Report was approved.

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

Second Location

Dr. Jennings reported that the school has a boiler system. He received an estimate of \$43,000 to replace the boiler.

Website Development

Ms. L. Williams reported that the website development is 98% complete. It is scheduled to go live on Thursday, December 1, 2022.

Human Resources

Ms. Myles reported that we have vacancies for a 6th grade Social Studies teacher and an Art teacher.

Approval of Consent Agenda Items

- Mr. Morehart moved to approve the Consent Agenda reports as presented.
- Dr. Kimble seconded the motion to approve the Consent Agenda reports as presented.
- All voted in favor and the motion was adopted.

Aquaponics Update

Dr. Jennings reported that the Aquaponics equipment has been installed. The Aquaponics consultants will review the setup in January 2023.

Cyber Innovation Center Update

Dr. Jennings reported that the CIC Robotics Club has been active, meeting on Thursdays after school.

NASBE Conference- Nov 30- Dec 4

Dr. Jennings shared that the leadership team and some board members will be attending this conference.

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

Weight Training and Teacher Training

Mr. Wayt reported that we are planning a weight training field trip in early 2023. We will be working closely with Mr. Kyle Pierce, his assistant Aaron Adams, and possibly Olympic Weightlifter Kendrick Farris.

LSUS Partnership

Mr. Wayt is requesting a meeting at Linwood with the Dean of Education and the Chair of Education from LSUS to build a partnership for a teacher training and certification pathway for Linwood. Dr. Jennings is in agreement.

LA Charter School Conferences

Mr. Wayt asked which board members will be attending the December 15th LAPCS conference. Mr. Magee, Ms. Toliver, Dr. Kimble, Ms. Nix and Mr. Wayt will attend. There will be a reception from 5:30 pm to 8:00 pm on Dec. 14th for those attending the conference.

LDOE

Mr. Wayt had no new information to report at this time.

Board Retreat

Mr. Wayt requested a date to meet with the Leadership team to review Retreat results. Dr. Jennings will follow up with Mr. Wayt about a date and time.

Unfinished Business: None

New Business: None

Executive Session:

- Dr. Kimble moved to enter into Executive Session at 5:06 pm to discuss personnel matters.
- Mr. Marchive seconded the motion to enter Executive Session at 5:06 pm to discuss personnel matters.
- All voted in favor, and an Executive Session began at 5:06 pm.

Dr. Williams gave a presentation on Key Decisions Points for Executive Performance Compensation, and there was discussion about bonuses for Linwood Personnel.

- Dr. Kimble moved to return to regular session, at 5:57 pm.
- Ms. Nix seconded to return to regular session at 5:57 pm.
- All voted in favor and regular session was resumed at 5:57 pm

Bonuses for Linwood Personnel

- Mr. Marchive moved that the board approve a \$10,000 bonus for CEO Dr. Staughton Jennings.
- Mr. Magee seconded the motion to approve a \$10,000 bonus for Dr. Jennings
- All voted in favor and the motion was adopted

- Ms. Toliver moved to approve \$5,000 bonuses for the Executive Staff and the two Principals.
- Ms. Franklin seconded the motion to approve \$5,000 bonuses for the Executive Staff and two Principals.
- All voted in favor and the motion was adopted.

- Ms. Graham moved to approve a \$1,000 bonus, with no clawback provision, to all other staff and faculty.
- Mr. Magee seconded to approve a \$1,000 bonus, with no clawback provision, to all other staff and faculty.
- All voted in favor and the motion was adopted.

Adjourn: Mr. Morehart moved, and Dr. Kimble seconded, to adjourn the meeting at 6:02 PM. All voted in favor.

Please mark your calendars.

The next meeting will be on **January 9, 2023**, at **4 PM**