

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

Board of Trustees Meeting

OCTOBER MEETING MINUTES

This meeting was held in-person in the school auditorium on **October 17, 2022, at 4:00 PM.**

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

Leadership Team/Staff/Consultants Present: Dr. Staughton Jennings, Kevin Cox, Andrew Nguyen, Wanda Austin-Lewis, Jennifer Hamilton-Myles, Marilyn Johnson-Preston, Shirley Pierson, Letisha Williams, Aaryenne Strickland, Cheradee Williams, Richard Hilliard, Johnny Taylor, Marvin McMurray

Call to Order: Mr. Wayt called the meeting to order at 4:09 pm.

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Marchive moved to approve the agenda presented.
- Mr. Magee seconded to approve the agenda as presented.
- All voted in favor.

Conflict of Interest Advisements: There were none.

Visitor Comments: There were none.

Approval of Minutes from Previous Meeting:

- Mr. Magee moved to approve the September 19, 2022 minutes as distributed.
- Ms. Marchive seconded the motion to approve the minutes as distributed.
- All voted in favor.

Financial Report:

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

- Mr. Morehart moved to approve the September Finance Report as presented.
- Dr. Kimble seconded to approve the September Finance Report as presented.
- All voted in favor

2nd Campus Budget Adjustment

Mr. Morehart shared with the board that we would like to increase the 2nd campus Design Team Fee to operate on a 2.5-million-dollar project.

- Mr. Morehart moved to increase the [design fee budget item](#) to be based on 2.5 million project.
- Mr. Marchive seconded the motion to increase the design fee budget item.
- All voted in favor.

Budget for Appraisals

Mr. Wayt asked the board to budget \$6,000 for appraisal of both properties.

- Mr. Magee moved to approve a \$6,000 budget for the appraisal of both properties.
- Mr. Morehart seconded to approve a \$6,000 budget for the appraisal of both properties.
- 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

Academic

Q: **Mr. Marchive** asked why the lower grades are not reading as well as the upper grades based on the MAP assessment.

A: **Ms. Sealy** explains that the MAP assessment is showing how students would perform on the LEAP test to date. She shared that the LEXIA report shows a better indication of student reading levels.

A: **Ms. Strickland** talked about the academic growth of PreK and Kinder. She shared that the school uses LEXIA, a school intervention program that works with students on their foundational skills. The program addresses areas for growth. Based on the data, the school sets goals to move growth. She also mentioned that the school uses DIBELS assessment to measure early literacy. Also, some teachers have been trained in Project Read for children that are dyslexia.

Second Location

Ms. Pierson shared that the administrative building has been power washed and the floors have been waxed. She also shared that the air conditioner unit is currently being serviced.

Q: **Mr. Wayt** asked how many offices are in the administrative building.

A: **Ms. Pierson** replied that there is a total of about eight administrative offices.

Q: **Mr. Morehart** asked who is moving to the administrative building.

A: The response was that Human Resources, the Finance Department, the Registrar's Office, and the Grants Officer will move to the new location first. Ms. Sealy and Ms. Pierson will both have offices there and we will have a Parent Center there.

Q: **Mr. Marchive** asked how the school is dealing with security at the second location.

A: **Ms. Pierson** responded that we have someone prepared to install security cameras. Cameras will be stationed around the parameters and inside the building. Eventually there will be a resource officer at that location.

A: There is currently an alarm system and temporary camera system there.

Mr. Marchive shared that the design consultant said the asbestos abatement will be finished this Friday.

Parking Lot

Ms. Pierson shared that she met with Mr. Snow and Dennis. The MPC has approved everything, and we are ready to start the bidding process. There were changes made to the bid due to irrigation and landscaping. The board will need to approve the changes. Mr. Marchive will request a copy of the bid and report back to the board. The parking lot work will be done next school year. The contractor wants to present the new budget at the November meeting.

Website Development

Ms. L. Williams shared that the website development is based around the refreshed logo. Dr. Jennings, Mr. Wayt, and Ms. L. Williams have seen a preview of the website. The website will tentatively go live in the middle of next month. The target goal to rollout the website is before the Thanksgiving break.

- Q: Mr. Wayt asked will there be updates to the website and who will perform those updates.

A: Ms. L. Williams replied there will be regular updates and Mr. Hilliard and she will make updates.

Ms. L. Williams also reported that headshots for the website are scheduled for November 4th. As soon as she receives the headshots and website content from the Leadership team, we will be closer to rolling out the website.

Approval of Consent Agenda

- Mr. Morehart moved to approve the Consent Agenda reports as presented.
- Ms. Tolliver seconded the motion to approve the Consent Agenda reports as presented.
- All voted in favor.

Aquaponics Update

Mr. Wayt shared that Aquaponics will begin upon HR moving. Ms. Sealy clarified that Aquaponics is already meeting and the room will be set after HR moves. She also specified that there are 36 students in the Aquaponics program.

Cyber Innovation Center Update

Ms. Sealy explained that this is an afterschool program and there are a total of 15 students in the Robotics Club.

NASBE Conference- Nov 30- Dec 4

Mr. Wayt, Ms. Toliver, Mr. Magee, Dr. Kimble, Ms. Franklin and leadership team will attend this conference.

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

Weight Training and Teacher Training

Mr. Wayt noted we have a weight training partnership with LSUS, and that designated personnel are ready for a field trip of interested LPCS students. He also reported that Dr. Larry Clark will be resigning as Chancellor at LSUS in May. In the meantime, the new chairman of the Education Department wants to meet to discuss utilizing LSUS as a source for student teachers for LPCS and as a pathway for our teachers to become certified.

LA Charter School Conferences

Mr. Wayt asked which board members will attend the December 15th LAPCS conference. Mr. Magee, Ms. Toliver, Dr. Kimble, Mr. Wayt, and Ms. Nix will attend.

LDOE

Mr. Wayt reported that he is working to develop relationships with new people at the LDOE. He especially wants to identify the appropriate contact person to request a multi-year management agreement.

Board Retreat

Mr. Wayt announced the Board Retreat will be held on November 12th from 8 am – 2 pm. Mr. Wayt will identify a location and update Board Members by email. The Board and School Leadership Team will jointly in December.

Community Advisory Council

Mr. Wayt is waiting until the administrative offices are ready before the CAC will meet.

Unfinished Business: Ms. Nix requested a new phone directory for the Leadership team and board members.

New Business: None

Executive Session:

- Dr. Kimble moved to enter executive session at 5:08 pm to discuss personnel matters.
- Ms. Graham seconded to enter executive session at 5:08 pm to discuss personnel matters.
- All voted in favor.

The executive sessions dealt with an employee resignation and letter sent to the Board and an employee termination due to compromising items on the school computer.

- Morehart moved to reenter regular session, at 5:30 pm.
- Ms. Nix seconded to reenter regular session at 5:30 pm.
- All voted in favor.

Adjourn: Mr. McGee moved, and Mr. Morehart seconded, to adjourn the meeting at 5:32 PM. All voted in favor.

Please mark your calendars.

The next meeting will be on **November 28, 2022**, at 4 PM