

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

Board of Trustees Meeting

APRIL MEETING MINUTES

This meeting was held at 331 E. 71st Street (Meeting ID: 267 635 4207) on **April 17, 2023, at 4:00 PM.**

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

Leadership Team/Staff/Contractors Present: Dr. Staughton Jennings, Jennifer Hamilton-Myles, Tara Sealy, Letisha Williams, Wanda Austin-Lewis, Camille Cruse, Aaryenne Strickland, Cheradee Williams, Richard Hilliard; Kevin Cox of 4th Sector, Andrew Nguyen of 4th Sector; Consultant: Dr. Jonathan Williams

Call to Order: Mr. Wayt called the meeting to order at 4:10 pm.

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Magee moved to approve the agenda as presented.
- Dr. Kimble seconded the motion.
- 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. Magee moved to approve the March 27, 2023 minutes as distributed.
- Ms. Graham seconded the motion.
- All voted in favor and the March 27, 2023 minutes were approved as distributed.

Financial Report:

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

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

Executive Director's Report:

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

Consent Agenda Reports

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

Board Q & A

Human Resources

Dr. Jennings shared that recruitment is going well. The school has been to several job fairs and hosted a job fair on March 29. Ms. Myles shared that she targeted more educational job fairs this year. As a result, there have been 20-30 people

selected in the first stage of recruitment.

Dr. Jennings shared that the HR report reflects continued vacancies. Ms. Myles will update the report to reflect the date of termination per vacancy.

Q: Mr. Magee asked what percentage of teachers were certified.

A: Ms. Myles confirmed that there is an estimated 61% of certified teachers and 39% of uncertified teachers.

Marketing Report

Mrs. L. Williams shared that the recruitment begins April 29th. She has a team of seven that will help target new students 3 days out of the week. She reported that the LA4 class only has two seats remaining, and the LPCS sponsored class has 10 seats remaining. Overall, we are doing well for PreK and open enrollment.

CIC

Dr. Jennings reported that the CIC/robotics club is going well, but it is paused due to testing. Ms. Sealy shared that she will be meeting with Mr. Henderson next week to plan for next year.

Aquaponics

Dr. Jennings discussed the Cain Center's visit. He also mentioned that the school's Aquaponics Teacher and Science Coordinator went to Baton Rouge today to attend an Aquaponics meeting at BESE Board Member Ronnie Morris's home.

Approval of Consent Agenda Items

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

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

Clergy/ LPCS event

Mr. Magee explained that the clergy will tour the second building tomorrow and discuss the mission of LPCS. Mr. Magee asked if staff can be present to provide an update on the status of the school. Ms. Nix proposed to ask the clergy to allow our staff to present at church functions.

Weight Training and Teacher Training

Mr. Wayt reported that we had 15 students participate in the weight training exhibition at LSUS last month. The program will continue after testing.

LDOE Update

Mr. Wayt shared that he attended the last BESE board meeting. He called the BESE representative and will follow up to schedule a meeting with him.

Superintendent Visit

Mr. Wayt shared that the State Superintendent's visit scheduled for April 27 at 1 PM is cancelled due to time conflict.

Tier 3 Financial Disclosures/ Ethics Training

Mr. Wayt shared that the Tier 3 Financial Disclosure Forms are due May 15, 2023. Ms. Nix asked the board if they had received confirmation of the "Certificate of Completion" for the ethics training during the LAPCS Charter School Conference in New Orleans in December 2022.

Dr. Jennings confirmed that he received an email on December 18, 2022, regarding completion of the ethics

training.

Unfinished Business: Mr. Marchive shared that Dr. Jennings wrote a letter to LDOE concerning legislature teacher pay raises. The board agreed for Dr. Jennings and Mr. Wayt to sign the letter.

New Business: There was no new business.

Executive Session:

- Dr. Kimble moved to enter executive session at 4:51 PM to discuss a legal matter.
- Mr. Magee seconded the motion.
- All voted in favor, and the executive session ended at 5:33 PM.

- Mr. Morehart moved to ask the board's attorney to write a letter to STREAM Aquaponics, LLC. requesting fulfillment of the contract and to answer the questions provided by Mr. Marchive.
- Mr. Magee seconded the motion.
- All voted in favor.

Mr. Marchive recommended updating our purchasing policy. He asked Dr. Jennings to provide a list of recommendations about updating our purchasing policy to the board next month.

Adjourn: Mr. Morehart moved, and Dr. Kimble seconded, to adjourn the meeting at 5:36 PM. All voted in favor.

Please mark your calendars.

The next meeting will be on **May 15, 2023**, at **4:00 PM**