

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

Board of Trustees Meeting

MAY MEETING MINUTES

This meeting was held at 331 E. 71st Street and Zoom (Meeting ID: 267 635 4207) on **May 16, 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 4:04 pm.

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Marchive 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: Dr. Jennings presented Service Award Recognition to employees who have worked at Linwood Charter for 10+ years.

Approval of Minutes from Previous Meeting:

- Mr. Magee asked that the April 17, 2023 minutes be amended under the Human Resources report to state there is an estimated 61% of certified teachers and 39% of uncertified teachers.
- Dr. Kimble moved to approve the April 17, 2023 minutes with that amendment.
- Mr. Marchive seconded the motion.
- All voted in favor and the amended April 17, 2023 minutes were approved.

Financial Report:

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

Dr. Jennings shared his concerns about the EOY Appreciation Stipend. The school may run on a deficit if the stipend is spent. Mr. Wayt asked Mr. Morehart and Kevin Cox to review the budget and find a way to support the stipend without having a deficit.

- Mr. Morehart moved to approve the April Finance Report as presented.
- Ms. Franklin seconded the motion.
- All voted in favor and the April 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.

Holy Cross University (Alternative Teacher Certification Program)

Dr. Jennings reported that Linwood Charter has entered a partnership with the University of Holy Cross to create a teacher certification pipeline. Dr. Ronicka Briscoe, Holy Cross Department of Education Chair, discussed the Teacher Alternative Certification Program at the University of Holy Cross. She shared that the program offers 33 credit hours over a 2-year span. The program allows students to take the first 3 semesters of course work prior to completion of the Praxis II. All classes offer virtual options with some hybrid models. Dr. Jennings shared that he would prefer a hybrid model for Linwood teachers to attend classes on campus once a month.

This is a 5-year process that requires 2 years in the program and a 3-year commitment to teach at Linwood after completion. Linwood has set aside funding for 7 total participants: 5 to receive teacher certifications and 2 to receive master's degrees, with a \$120,000-dollar cost.

Q & A Responses:

- Virtual Class Hours: 4:30 pm or 7:30 pm
- Cohort: 25 students per class with 3-4 cohorts simultaneously
- Praxis Pass Rate: 100% pass rate on time entering the second year having passed the Praxis
- LDOE Requirement: The University of Holy Cross has received permission from the State of Louisiana to relax the Praxis requirements for our teachers.

Consent Agenda Reports

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

Board Q & A

Approval of Consent Agenda Items

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

Weightlifting Update

Dr. Jennings reported there will be another visit to LSUS next week.

Purchasing Policy Recommendations

Dr. Jennings, Kevin Cox, and Ms. Austin-Lewis will work together to prepare recommendations to share with the board before July 2023.

CIC

Ms. Sealy confirmed that the robotics club will not be offered this summer. It will begin again during the fall for next school year.

Aquaponics

Dr. Jennings stated that he emailed the response from the attorney to the BOT members. Ms. Myles will resend the response to the BOT members. Mr. Wayt would like us to have a meeting with STREAM Aquaponics prior to the next board meeting.

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

Clergy/ LPCS event: Mr. Wayt called on Mr. Magee, who organized this event.

Mr. Magee reported that 18-20 clergy met at the second location to fellowship and listen to the staff discuss the future plans of Linwood Charter. He stated that this was overall a good meeting, and he plans for the clergy to visit the main campus next school year. Mr. Wayt thanked Mr. Magee for organizing the meeting.

LDOE Update

Mr. Wayt shared that he has had positive conversations with Assistant DOE Superintendent Singleton and Dr. Brumley's office with LDOE.

BESE Member Visit

Mr. Wayt reported that he met with the BESE District 4 Representative, Michael Melerine, last week and discussed the Linwood story. Mr. Wayt invited Mr. Melerine to tour the main campus during summer school, and that visit is scheduled for June 8th.

Tier 3 Financial Disclosures/ Ethics Training

Mr. Wayt thanked Board Members for being patient and supportive of the board secretary's requests for gathering the Tier 3 Financial Disclosures prior to the deadline, May 15th. He noted that all Tier 3 Forms have been submitted.

Bids for Renovations to the Second Campus: Mr. Wayt called on Mr. Marchive, who is coordinating this work.

Mr. Marchive reported that the finance committee reviewed four bids for the second campus renovations. Under public bid law, we will accept the responsible low bid from Blocker Builders. Also, the contractor agreed to extend the bid to the first week of June. The board will need to approve the budget so LPCS can sign the contract. Our consultants will prepare the contract for all parties to sign. If anything happens to the contractor, his bonding company will back him up.

Mr. Morehart reported that the finance committee met on May 5th to discuss how to pay for the renovations. The tentative plan is to use \$1.5M from reserves and up to \$2.0 M ESSER funds to complete the second campus project. He also reported that he and Mr. Wayt spoke with Home Federal Bank about a \$1.0 M line of credit on behalf of the school. At the next board meeting, the board can vote whether to pursue the line of credit.

- Mr. Marchive moved to accept the responsible low bid from Blocker Builders to enter into a contract to complete the second location renovations, including all alternates, contingent on final approval of funds available for construction.
- Mr. Magee seconded the motion.
- All voted in favor.

Mr. Magee asked about the National Charter School Conference. The conference will be June 18-21 in Austin, TX. Board members, Mr. Wayt and Mr. Magee will be attending, and possibly Ms. Franklin.

Unfinished Business: Ms. C. Williams notified the board that letters were emailed to the Louisiana Senate and House of Representatives, expressing our support for a MFP Increase & a Teacher Pay increase.

New Business: There was no new business.

Executive Session:

Dr. Jennings requested an executive session to discuss a personnel matter.

- The board entered executive session at 5:22 PM and ended at 5:55 PM.

Adjourn: Mr. Magee moved, and Mr. Marchive seconded, to adjourn the meeting at 5:56 PM. All voted in favor.

Please mark your calendars.

The next meeting will be **TBD**, at **4:00 PM**