

**Shreveport Charter Schools, Inc.**  
Linwood Public Charter School  
401 W. 70<sup>th</sup> Street ~ Shreveport, Louisiana 71106

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**Board of Trustees Meeting**

**MARCH 2024 MEETING MINUTES**

This meeting was held at 331 E. 71<sup>st</sup> Street and Zoom Meeting (ID: 267 635 4207) on March 18, 2024, at 4:00 p.m.

**Board Members Present:** *In-Person:* Gard Wayt, Travis Morehart, Lauren Marchive, Buck Magee, Dr. Bernard Kimble, Cynthia Franklin, Whitney Polley  
*Virtually:* Dr. Kerry Laster, Lori Graham

**Leadership Team/Faculty/Contractors Present:** Dr. Staughton Jennings, Tara Sealy, Starla Ross, Shirley Pierson, Letisha Williams, Richard Hilliard, Jennifer Hamilton-Myles, Wanda Austin-Lewis, Shoyla Bryant, Aaryenne Strickland, Camille Cruse, Marilyn Johnson-Preston, Cassandra Anderson, Andrew Nguyen (4<sup>th</sup> Sector Solutions)

**Call to Order:** Mr. Wayt called the meeting to order at 4:12 p.m.

**Quorum Check:** A quorum was present.

**Approval of Agenda:**

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

**Conflict of Interest Advisements:** There were none.

**Visitor Comments:**

- Mrs. Anderson recognized February's & March's Most Valuable Partners (selected parent/grade level). Partners were presented with a LPCS Spirit Shirt, Plaque, and Certificate of Appreciation for their continuous support to LPCS and their students' education.
  - February's Most Valuable Partners: Arjane Johnson, Kalandra Allen, Andrea Hall-Dawson, Elizabeth Byrd, Nydra Williams, Amber Farmer, Darian Robinson, Erica Gant, and James Williams.
  - March's Most Valuable Partners: Josilyn Bowman (*present*), Shadonald Washington, Edward Hamilton, Tycoryon Washington, Latrina Lee, Nina Webster, Shaquala Jones, Charlotte Williams-Hector.
- Mrs. Pierson recognized the LPCS Basketball Coaches for their hardwork and winning the Championship.
  - Coach Joe Boyd, Al'Taurus George, Johnny Taylor and Russell Rollins were present.

**Approval of Minutes from Previous Meeting:**

- Mr. Marchive moved to approve the January 2024 minutes as distributed.
- Mr. Kimble seconded to approve the January 2024 minutes as distributed.
- All voted in favor and the January 2024 minutes were approved.

**Financial Report:**

Andrew Nguyen (4<sup>th</sup> Sector Solutions) presented the February 2024 Financial Report.

Q & A:

- Q: Mr. Marchive: In reviewing the line item for Other than Personnel, why did the education supplies almost double?
- A: Mrs. Lewis: Cases of papers and office supplies for both campuses.
- A: Dr. Jennings: We can provide a breakdown of the costs.
- Q: Mr. Wayt: The line item for Security also doubled. Can you provide an explanation for this?
- A: Dr. Jennings: Yes, we have to provide security for both campuses. 24-hour security is needed at the main campus due to theft of the catalytic converters on our buses.
- Q: Mr. Wayt: Is it going to stay this way?
- A: Dr. Jennings: Yes, until we get the property completely secured. The fence is down on one side. Our resources have focused on the 2<sup>nd</sup> campus. Once complete, we will be able to take care of other matters.
- Q: Mr. Wayt: Under the line item for Revenue, there is a large discrepancy listed. Is there an explanation for this?
- A: Mr. Nguyen: Yes, it is due to ESER Grants deposits. It typically comes in around mid-month. It will balance itself out once received.
- Q: Mr. Wayt: Are you expecting it to self-correct?
- A: Mr. Nguyen: Yes.
- Q: Mr. Wayt: Is it the same for Federal and Title funding?
- A: Mr. Nguyen: Yes.
- Q: Mr. Wayt: On page 4, under Office Supplies, it is budgeted at \$40,000 and we have only spent \$6,000. Therefore, the response to Mr. Marchive's question is not correct. Please provide a breakdown of the Education Supplies.
- A: Mrs. Lewis: It may have been a coding error. We will review and provide a breakdown at the next meeting.

**Approval of February 2024 Financial Report:**

- Mr. Morehart moved to approve the February Financial Report as presented.
- Mr. Marchive seconded the motion.
- All voted in favor and the February Financial Report was adopted.

**Executive Director's Report:**

- Dr. Jennings gave the Executive Director's report.

**2023-2024 Certificated and Support Staff Stipends**

Dr. Jennings requested the Board approve the state stipend as it is required by the state to disburse before May 1, 2024.

Q & A:

- Q: Mr. Wayt: Is there any indicator of the estimated amount of the stipend?
- A: Mr. Nguyen: Yes, the state issued a formal document with the disbursement amounts. Half has already been disbursed to the staff.
- Q: Mr. Marchive: Dr. Jennings, this is a stipend from the State, correct?
- A: Dr. Jennings: Yes, it is from the State. We have already received the funding.
- Q: M. Wayt: Will you send the guidelines for disbursements?
- A: Dr. Jennings: Yes, either Mrs. Lewis or Mrs. Myles will send it.
- Q: Mr. Morehart: When does this have to be approved?
- A: Dr. Jennings: It has to be approved and paid by April 30<sup>th</sup> because May 1, 2024, is the deadline.

A: Mr. Wayt: Give us the details and we will review at the Aprils BOT meeting.

### **Comeback School Campus Status**

Dr. Jennings asked if anyone had any questions regarding the notification he sent about Linwood becoming a Comeback School Campus.

Q & A:

Q: Mr. Morehart: How were we selected?

A: Dr. Jennings: During COVID, a lot of schools did not do well. We were given ESER funds to assist. We had to submit a detailed report of how the funds would be used. When we were coming out of COVID, the state assessed how schools fared. We increased. Not all schools received this recognition. Only those schools who showed improvement. We showed improvement in 22 and 23.

Q: Ms. Polley: I read the information when you sent it; and reviewed the State website but it was vague. What changes with the school were they trying to focus on? Was it focusing on boosting those numbers? Special funding?

A: Dr. Jennings: It was 2 areas: Academics and Attendance (applied to us).

Q: Ms. Polley: Was it just an award saying you did good in the comeback?

A: Dr. Jennings: Yes and no. We did well. We increased our test scores. Some schools went backwards, but we didn't have the COVID slide. We stayed stagnant during COVID. I attribute that to never shutting school down. Coming out of COVID, the 1<sup>st</sup> year we had 6.5 points of growth. The 2<sup>nd</sup> year, we had 3 points of growth. We continued to show improvement.

Q: Mr. Wayt: Would you say the reason we didn't slide was because it was a good plan to break the students into 2 groups, a morning group and an afternoon group? Probably only 80% actually came to school and 20% didn't.

A: Dr. Jennings: Actually, we had a hybrid model. Our numbers were a little higher than that because we offered the virtual option. The other thing I attribute it to is our Teachers. They just rolled up their sleeves and made it work. We also compensated them well during that time. When the government ended the requirement to pay them when they tested positive a 2<sup>nd</sup> time, we still paid them. Some of them would still log-in and teach virtually. All those things attributed to why we increased. We had wrap-around support.

Q: Mr. Morehart: We gave them extra compensations at least once or twice right?

A: Dr. Jennings: Yes, during that time, we paid them when they were out sick and for extended day. Plus, we give them \$4000, \$2000 twice.

Q: Dr. Jennings: Travis, last meeting you asked us to show how we fared against other schools. I've included a document for your review. This document shows that we had growth in every content.

Q: Mr. Morehart: Does the green indicate they did better in certain areas?

A: Dr. Jennings: Yes, that's correct.

Q: Mr. Wayt: Where did this document come from?

A: Dr. Jennings: Dr. Williams.

Q: Ms. Polley: You can access this on Louisiana Believes right?

A: Dr. Jennings: Yes.

Q: Mr. Morehart: These are all schools in Shreveport?

A: Mr. Magee: Yes, Caddo Parish Schools.

Q: Ms. Polley: Are they random schools or are they similar to ours, make-up and demographics?

A: Dr. Jennings: We tried to select schools with similar demographics. Some schools had more students in different grades than us and some had less.

## 2024-2025 School Calendar

Dr. Jennings asked if the board would review the 2024-2025 school calendar.

Q & A:

- Q: Mr. Wayt: Is there any significant change from this years' calendar?  
A: Dr. Jennings: The number of days are still the same.  
Q: Mr. Marchive: What are the number of days students have to be in school?  
A: Dr. Jennings: 161 days but we have 166 days.  
Q: Mr. Marchive: Is that built in mainly for inclement weather?  
A: Dr. Jennings: Yes.

### Approval of 2024-2025 School Calendar:

- Mr. Kimble moved to approve the 2024-2025 School Calendar as distributed.
- Mr. Morehart seconded to approve the 2024-2025 School Calendar as distributed.
- All voted in favor and the 2024-2025 School Calendar was approved.

### Consent Agenda Reports Received

Consent agenda reports were sent electronically for the board's review prior to today's meeting. The floor was open for questions. (*Reports included: Academics, Operations, Marketing/Recruitment, Human Resources*)

Dr. Jennings reported on the findings from other districts during visit to job fairs. Many districts from all over are offering more competitive salaries, relocation stipends, and retention bonuses. Some salaries start out at \$80,000 base.

### Approval of Consent Agenda Items:

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

### Board Chairman's Report: (provided by Mr. Wayt)

Mr. Wayt called on Mr. Marchive for an update on the renovations of the 2<sup>nd</sup> campus.

#### Renovations of the 2<sup>nd</sup> Campus

Mr. Marchive reported that the renovations should be complete by mid-June 2024.

Q & A:

- Q: Dr. Jennings: Mr. Marchive, I have a change order question regarding Food Service. We have additional funding accumulated to purchase equipment. Since the kitchen is being outfitted for the appliances, will it be considered a change order to have them installed?  
A: Mr. Marchive: It should be a separate contract. There are local food service companies that will install, set-up, and train if you purchase from them. Also, the contractor has some concerns with the current grease trap. If we are operating the kitchen, it needs repairs.

Mr. Marchive reported 3 additional change orders.

Change Order #14: Alter electrical lines. SWEPCO wants to move the current overhead service underground. Cost is \$16,114.24.

Change Order #15: Vertical sewer line issues. Cast iron piping has cracks. Cost to repair is \$47,424.87 (\$3,000 is equipment/materials, remaining is labor)

Change Order #16: Electrical conduit running through the roof of the gym. It has been removed. Cost is \$1,609.43.

Q & A:

Q: Mr. Wayt: Are there any other available options for these repairs?

A: Mr. Marchive: No. These repairs are needed.

Mr. Marchive reported the water leaks through the multi-colored tile around the building. He recommends we seal it with a colored sealant. The contractors will provide 2 quotes for repair (1- Martin Specialty Coating and 1 – Thomas & Carper) Quotes expected to be in by next BOT meeting.

Q & A:

Q: Mr. Wayt: Mr. Marchive, is it your recommendation that we take action on the repairs change orders #14, #15, #16 and await further information on the water leak repairs?

A: Mr. Marchive: Yes, I think we should.

#### **Approval of the acceptance of Change Order #14, #15, & #16:**

- Mr. Marchive moved to accept the change orders as presented.
- Mr. Magee seconded the motion.
- All voted in favor and the motion was adopted.

Mr. Marchive stated the classrooms had a sprayed-on asbestos materials on the ceilings that served as a sound barrier. The sprayed-on material has been removed. He recommends adding fiberglass acoustic panels as a sound barrier once complete.

#### **By-laws Review**

Mr. Wayt will have change recommendations by the next BOT meeting for review and voted on in May.

#### **Election of Officers for 2024/Committee Appointments**

Mr. Wayt has 2 recommendations:

1. Change the BOT year to mimic the school year instead of calendar year.
2. Officers and committee appointments period of service to be established for the school year instead of the calendar year.

#### **Approval of Contracts**

Mr. Morehart would like to consider modifying the policy of contract approvals for the BOT and Administration. He requests that Administration provide a list of vendor contracts of \$50,000 or more to the next board meeting.

#### **Unfinished Business:**

- Mr. Magee would like to consider dates to have a board retreat at the end of the school year moving forward.
- Fiberglass Acoustic Panels (classrooms of 2<sup>nd</sup> campus) – report status at next meeting
- Upgrading surveillance system (cameras and storage) – report status at next meeting
- Speakers and sound system improvement - report status at next meeting

#### **New Business:**

- Procedures for Emergency Expenditures – discuss at next meeting
- Caddo Career & Technology Center – possible source for Teacher pipeline

**Point of Information:**

Mr. Wayt reported that Lee Reid, our attorney from Adams & Reese, reviewed the format of our BOT meeting agenda. Mr. Reid recommended that we do not list "Executive Session" on the agenda. A request to have one can be added, if needed. Therefore, it has been removed from the agenda.

**Adjourn: Mr. Morehart moved, Mr. Magee seconded, to adjourn the meeting at 5:36 p.m. All voted in favor.**