

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

Board of Trustees Meeting

April 2024 MEETING MINUTES

This meeting was held at 331 E. 71st Street and Zoom Meeting (ID: 267 635 4207) on April 15, 2024, at 4:00 p.m.

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

**Leadership Team/Faculty/
Contractors Present:** Dr. Staughton Jennings, 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, Kevin Cox (*4th Sector Solutions*), Andrew Nguyen (*4th Sector Solutions*), Ella Dotson, Coach Willie Smith Jr., Dr. Kyle Pierce (*LSUS*)

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

Quorum Check: A quorum was present.

Approval of Agenda:

- Mr. Morehart 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:

- Mrs. Anderson recognized April's Most Valuable Partners. Partners were presented with an LPCS Spirit Shirt, Plaque, and Certificate of Appreciation for their continuous support to LPCS and their students' education.
 - April's Most Valuable Partners: Brittney Bennett, Melissa Hall, Charlesala Dunn, Keyuna Jones, Demarcus Brown, Ontiria London, Katrina Martin (*present*), Jacqueline Jackson
- Coach Smith and Dr. Pierce recognized our students who are apart of our Weightlifting Team.
 - Coach Smith recognized three (3) of the students who are excelling in their Academics and also who qualify for the National Youth Championship.
 - Students present/qualify for nationals are:
 - Kylin Ford – 6th grade
 - Lamon James – 6th grade
 - Kylie Fergerson – 6th grade
 - Dr. Pierce stated that the qualifying Weightlifting Team Meet will be at Linwood on April 25, 2024

Approval of Minutes from Previous Meeting:

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

Financial Report:

Kevin Cox (*4th Sector Solutions*) presented the March 2024 Financial Report.

Approval of March 2024 Financial Report:

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

- Mr. Cox reminded the BOT that Tier 3 Disclosures are due May 15, 2024

Executive Director's Report:

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

Speakers/Sound System Improvement

The sound is very clear to both the audience and those joining virtually.

2023-2024 Certificated and Support Staff Stipends

Dr. Jennings requested the BOT's approval of the state stipend as it is required by the state to disburse before May 1, 2024. The Guidance and Allocation document was previously emailed to the BOT prior to today's meeting for review.

Approval of disbursement of the remaining Certificated and Support Staff State Stipends:

- Mr. Morehart moved to approve the disbursement of the remaining Certificated and Support Staff State Stipends as presented.
- Mrs. Franklin seconded the motion.
- All voted in favor and the disbursement of the remaining Certificated and Support Staff State Stipends was adopted.

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*)

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*)

BESE Renewal of SCS Inc. Contract

Our charter school contract was renewed for 1 year, Tuesday, April 9, 2024, in Baton Rouge. Mr. Wayt met with those who will make future decisions regarding SCS Inc. He also requested that they review issuing a multi-year contract. They agreed to do so.

Renovations of the 2nd Campus

Mr. Wayt called on Mr. Marchive for an update on the renovations of the 2nd campus.

Renovations of the 2nd Campus

- Initially, we were not going to have a full-working kitchen. That concept has changed, and we need a functional kitchen. It requires a replacement of the cast iron sewer lines that run to the grease traps. The grease trap needs to be replaced as well.
- The pipes are cracking in the walls of the admin area. They need to be replaced.

- Additional items we discussed that need to be addressed at some point:
 - The walk-way canopy is incomplete.
 - A canopy cover for student drop-off/pick-up.
 - There is a black concrete block wall beside the admin building. Dr. Jennings and Mrs. Pierson would like it removed, giving the front door more visibility. A quote has been requested of from our contractor.
 - We have requested that the contractor remove the cabinets with hooks located in the classrooms. It has to be done prior to placing the floor down.
 - There is an old walk-in cooler in the kitchen. We are requesting a quote from the contractor to make that a dry storage space. Any cooler and freezer needs will be taken care of by equipment, not a built-in cooler/freezer.
 - Discussion around additional parking. We are considering expanding some of the existing paved areas to add additional spaces. At this time, we are viewing the options and the cost.
 - The communication wiring previously discussed needs to be addressed. It can possibly be more cost effective if it goes through our contractor.
- Change Order: There are leaking brick walls at the end of the classroom building and the band below the windows. It is being addressed by a water-proofing sub-contractor. The contractor was told to proceed with the work. The floor cannot be placed until it is done.

Question, Answer, Comment:

- Q: Mr. Wayt: In reviewing the list of tasks, are there items listed that could delay the start of school at this campus?
- A: Mr. Marchive: The only thing that could possibly cause a delay is the kitchen and admin area. As soon as we get the quotes, we need to proceed.
- Q: Mr. Wayt: If the plans are slower than expected, is there an alternative plan?
- A: Dr. Jennings: Initially, we considered having the food prepared at the main campus and delivered.
- Q: Mrs. Wayt: So, we could go with the alternative plan and not delay the start of school at this campus?
- A: Dr. Jennings: Yes, we could but it's not ideal. It would require additional staffing.
- Q: Mr. Marchive: It may possibly be a 30 or 60-day delay?
- A: Dr. Jennings: Yes. The gym area would be completed. This is the area where students will eat lunch.
- Q: Mr. Wayt: Essentially, we can still plan to have school at the 2nd campus in the fall?
- A: Dr. Jennings: Yes.
- C: Mr. Morehart: It is a good attempt, but we probably need to look at having an alternative plan, maybe even starting at ½ semester.
- C: Mr. Marchive: The contractor will finish in June with classroom areas and the gym.
- C: Mr. Morehart: We need to have a solid alternative plan.
- C: Dr. Jennings: A lot of it also depends on the availability of supplies. We have already started ordering some items for next year. We're assessing the time it takes for the items to come in and also those things that are on back order. i.e., desks, chairs, promethean boards.

By-laws Review

Mr. Wayt placed a copy of the by-laws in the BOT folders for review. At our next board meeting, Mr. Wayt would like the BOT to consider 2 recommendations:

1. Change the dates of the BOT operation to dates that coincide with the school.
2. Adjustments in 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 have a meeting with the Finance committee at 3pm before our 4pm board meeting next month to review the contracts.

Procedure for dealing with Emergency Expenditures

Mr. Marchive requested better communication from administration with the needs of the school. This discussion will be referred to the aforementioned Finance committee meeting.

Unfinished Business:

Board Retreat

Mr. Wayt would like to have the Board Retreat soon after the end of the school year, possibly early to mid-July.

Fiberglass Acoustic Panels

This matter will be taken care of internally.

Upgrading Surveillance System

Dr. Jennings asked Mr. Hilliard to speak to this.

Mr. Hilliard currently has two quotes and is awaiting a third quote before moving forward. The quotes are coming in around \$80,000.

Question, Answer, Comment:

Q: Mr. Morehart: Is that for both campuses?

A: Mr. Hilliard: No. This campus has new/modern cameras. There are no storage issues at this campus. The storage issue is at the main campus. As cameras were added, the availability of storage decreased.

Q: Mr. Wayt: How long does it take to get it done?

A: Mr. Hilliard: They are saying 2-3 weeks.

C: Mr. Morehart: This summer would be an ideal time to get it done.

Q: Mr. Morehart: Do you have to get the other quote?

A: Mr. Hilliard: Yes.

Q: Mr. Wayt: Do you have 2 quotes now?

A: Mr. Hilliard: Yes.

Q. Mr. Wayt: Is there a third source?

A: Mr. Hilliard: Yes, I am pushing them to provide a quote.

Q: Mr. Marchive: Are you utilizing some of the companies that service Caddo, Bossier, and Desoto schools?

A: Mr. Hilliard: I'm not sure if they use these companies are not.

C: Mr. Wayt: Can the two of you (*Mr. Hilliard & Mr. Marchive*) get together? Lauren has experience with all of these companies.

A: Both parties agreed to collaborate.

Speakers & Sound System Improvement

Everyone is impressed with the improvements.

New Business: None

Adjourn: Dr. Kimble moved, Mr. Morehart seconded, to adjourn the meeting at 5:02 p.m. All voted in favor.

