

BOARD OF TRUSTEES REGULAR MEETING

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia 30205

February 16, 2018

President Starr called the Board of Trustees Regular Meeting to order at 7:04 p.m. at Liberty Tech Charter School, 119 Price Road, Brooks, Georgia. Those in attendance and constituting a quorum were:

Present: Joe Starr-*President*
Cheryl Sanborn-Vice President/Secretary
Eric Ochsner – *Member*
Robert Smith-*Member*
Stacey Lewis - *Member*
Anna Maupin - *Member*

Absent: Michael Boylan, Jim Lynch, Doug Waldorf

AGENDA

Board Vote:

Motion to approve the Minutes of February 16 by Rob Smith, Second – Eric Ochsner (All Approved/None Opposed) Motion passed.
Motion to approve the agenda by Rob Smith, Second – Eric Ochsner (All Approved/None Opposed). Motion passed.

ACTION ITEMS REQUIRING VOTE:

Motion to approve the February 16 meeting minutes by Rob Smith, Second – Eric Ochsner. (All Approved/None Opposed.) Motion passed.
Motion to approve the February 16 Executive Session by Eric Ochsner, Second – Rob Smith (All Approved/None Opposed.) Motion passed.
Motion to amend current Credit Card Policy allowing a limit of \$10,000 with transactions under \$2500 to require the review of Mr. Stewart and Ms. Jones. Credit card transactions above \$2500 to require written approval from a Board Finance Committee member by Eric Ochsner, Second – Stacey Lewis. (All Approved/None Opposed.) Motion passed.
Motion to amend current Check Signature Policy to have a list of r planned expenses to be reviewed and approved by the Board. All unplanned expenses over \$5,000 will require a Board Member’s signature on the check, and any check to Mr. Stewart will require the signature of a Board Member by Eric Ochsner, Second – Anna Maupin. (All Approved/ None Opposed.) Motion passed.

PUBLIC COMMENT: 2

MINUTES:

Principal's Update:

Dashboard data presented and discussed.

Mr. Stewart is seeking information and requirements concerning adding a pre-k class.

LT needs to work on due diligence in our recruiting of students from other counties.

Teacher interviews for 18-19 SY are being scheduled. A team from LT will go to the SCSC Job Fair.

Teachers seeking positions at LT will be required to submit a teaching video, then move forward to an individual and a group interview session.

Information concerning MAP and Milestone Testing was presented.

State of the School Address will be March 27.

CSP Grant Update:

Orders to satisfy the requirements of the CSP Grant will be filled toward the end of this school year.

Academic Committee Update:

February meeting was cancelled.

Governance:

Making progress toward goals.

Recruiting needs are for 2 Board positions and a Secretary.

A proposed succession plan was presented.

We need to start asking for applicants on March 1.

Finance:

Goal is to meet regularly.

LT is currently meeting or exceeding the standards on the Comprehensive Performance Framework.

Cash on hand stays consistent at \$350,000.

Mr. Stewart has been frugal with the budget and spending money.

Suggestion made to amend the Credit Card, and Check Cashing Policies. (See Action Items Requiring Vote.)

Development:

Anna Maupin spoke with a Marketing Director.

If we choose to hire a Marketing Director it should be a salaried full-time position.

Executive Session:

Motion to go into Executive Session at 8:35 by Eric Ochsner, Second – Rob Smith.

All Approved/None Opposed. Motion passed.

ADJOURNMENT:

Motion to adjourn meeting at 8:57 by Eric Ochsner, Second – Stacey Lewis. (All Approved/None Opposed) Motion passed. Minutes submitted by Vice-President/Secretary Cheryl Sanborn.