

**BOARD OF TRUSTEES REGULAR MEETING**

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia

February 16, 2017

Vice President Sanborn called the Board of Trustees Regular Meeting to order at 6:36 p.m. at Liberty Tech Charter School, 119 Price Road, Brooks, Georgia. Those in attendance and constituting a quorum were:

Present: Joseph Starr – *President* (6:54 arrival)  
Cheryl Sanborn – *Vice President*  
Simon Hukin – *Treasurer* (6:54 arrival)  
Jennifer Burr – *Secretary*  
Nathan George – *Member*  
Jim Lynch – *Member*  
Anna Maupin – *Member*  
Doug Waldorf – *Member* (7:36 arrival)

Absent: Danny England – *Member*  
Stacey Lewis – *Member*

**AGENDA:** Motion to Approve Agenda by Jennifer Burr, Second – Jim Lynch. (All Approved/None Opposed). Agenda is approved.

**MINUTES:** Motion to Approve the December 16, 2016 Meeting Minutes by Jennifer Burr, Second – Jim Lynch (All Approved/None Opposed). December 2016 Minutes are approved.

Motion to Approve February 15, 2017 Minutes by Jennifer Burr, Second – Jim Lynch. (All Approved/None Opposed). February 2017 Minutes are Approved.

Motion to Approve the February 15, 2017 Executive Session Minutes by Jennifer Burr, Second – Anna Maupin. (All Approved/None Opposed). February 2017 Executive Session Minutes are Approved.

**Action Items Requiring Vote:**

Motion to Approve Aaron Wright for position of Board Member by Jennifer Burr, Second – Nathan George. (All Approved/None Opposed). Aaron Wright approved as Board Member.

Executive Session Action: Motion to Approve Issue A discussed in Executive Session by Jennifer Burr, Second – Jim Lynch (All Approved/None Opposed). Issue A is Approved.

Motion to Approve Jim Lynch's proposal to purchase and UPS (Uninterrupted Power Source) by Jennifer Burr, Second – Nathan George (All Approved/None Opposed). Motion passes.

### **Update from Principal, Mike Stewart:**

Enrollment Update: There are four open student spots and those spots have been offered to students on the wait list (grades 4, 5, 6 and 8)

Lottery: Everything is ready to go for the Lottery this Friday.

Intent to Return Update: 22 out of 50 8<sup>th</sup> grade students have responded that they intend to return to 9<sup>th</sup> grade.

STEAM Certification: Mr. Stewart will pursue STEAM certification next year for LT. There is a one year program implementation for that certification.

Brooks' Womens Club Meeting: Meeting went well and the club expressed their happiness to have students/children back in the area and utilizing the school. Mr. Stewart gave them a general update of what is happening at the school.

Critical Friends Training: 15 teachers are required for one class. LTCS will take 7 of those spots and the Museum School will have 6 attending.

Orton-Gillingham: Three teachers are scheduled to attend this training (Thorn, DeMarcus and Rosier)

### **PTO Recap (Andrea Ferguson, PTO President):**

Golf Tournament Fundraiser: PTO is speaking with several courses to find the best date/option for location of tournament. Sometime in May is the current month for this event.

Chick-Fil-A Coverage: Mike Stewart indicated that he will cover the CFA check-in table for future CFA Nights.

### **Academic Update:**

Dashboard: Cheryl Sanborn indicated the Dashboard continues to move in the right direction and is working on getting the information on one page.

Classical: Anna Maupin discussed how we are implementing the classical education in the classroom across different subjects.

Committee: This committee currently consists of Cheryl Sanborn, Anna Maupin, Mike Stewart. Ms. Sanborn is working on adding a former educator to this Committee as well.

### **Finance:**

Reports: January books have been reconciled. We have a surplus in our budget at this time.

Bookkeeper: We have hired a part-time bookkeeper at 16 hours a week in the front office.

Committee: This committee currently consists of Simon Hukin, Cheryl Sanborn, Mike Stewart and Amy Jones.

### **IT Update:**

Lunchroom Software: Jim Lynch is continuing to work on programming the new software and hopes to rollout in the next couple months.

UPS: The school needs an UPS (Jim Lynch submitted proposal/justification for purchase).

### **Governance Update:**

Training: All members have registered for the annual required Governing Board training.

By-Laws: We need to amend our By-Laws regarding Committees and Board Terms.

### **Development Update:**

Grants: There will be an implementation of a Grant Task Force that will find new grants, write and monitor current grants.

Targets: Committee will come up with targets that will be tied by timeframe.

Fundraising: There will be an implementation of a Fundraising Task Force.

### **Facilities Update :**

Danny England was not in attendance.

### **Executive Session (7:51 p.m. – (8:45 p.m.):**

Motion to commence Executive Session at 7:51 p.m. by Jennifer Burr – Second Doug Waldorf  
(All Approved/None Opposed)

- Personnel

**ADJOURNMENT:** Motion to adjourn meeting at 9:12 p.m. by Jennifer Burr – Second Cheryl Sanborn. (All Approved/None Opposed) Minutes submitted by Secretary, Jennifer Burr.