

**BOARD OF TRUSTEES REGULAR MEETING**

LIBERTY TECH CHARTER SCHOOL, INC.

119 Price Road - Brooks, Georgia

March 17, 2017

President Starr called the Board of Trustees Regular Meeting to order at 7:02 p.m. at Liberty Tech Charter School, 119 Price Road, Brooks, Georgia. Those in attendance and constituting a quorum were:

Present: Joseph Starr – *President*  
Cheryl Sanborn – *Vice President*  
Jennifer Burr – *Secretary*  
Nathan George – *Member*  
Stacey Lewis - *Member*  
Jim Lynch – *Member*  
Anna Maupin - *Member*  
Doug Waldorf – *Member*  
Aaron Wright - *Member*

Absent: All in Attendance

**AGENDA:** Motion to Amend Agenda to add “Public Comment” after Action Items Requiring Vote by Jennifer Burr, Second – Stacey Lewis (All Approved/None Opposed). Agenda with Amendment is approved.

**MINUTES:** Motion to Approve the February 15, 2017 Meeting Minutes by Jennifer Burr, Second – Doug Waldorf (All Approved/None Opposed). February 15, 2017 Minutes are approved.

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

**Update from Principal, Mike Stewart:**

Furniture Needed: Mr. Stewart discussed furniture needs for the 2017-2018 calendar year (12 Tables for STEAM and ART; 1 Changing Table and 1 Feeding Table for Special Needs Classroom; 2 additional Cafeteria Tables; rugs for Circle Time in the lower grades).

Operations: Front office staff additions for 2017-2018 calendar year (Bookkeeper (current); School Health Specialist and Guidance Counselor.

STEAM: Mr. Stewart has formed a STEAM Task Force consisting of seven teachers. This is a one-year implementation process to work toward STEAM certification.

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

Skate Night: Skate Night was a big success and earned the PTO approximately \$600, which will go towards landscaping projects. The PTO will offer future skate nights due to the success. Ms. Ferguson also noted that she believes Mr. Stewart and the teacher attendance contributed to this Skate Night's success.

Golf Tournament Fundraiser: The golf event is scheduled for May 19 and they are wrapping up the rest of the details and will get out the flyers for the public. The event will be held at Whitewater Country Club.

**Academic Update:**

Dashboard: Cheryl Sanborn indicated the Dashboard is almost complete.

Classical Education: 7 & 8<sup>th</sup> Grade Reading logs are going well – slow and steady.

**Finance:**

Reporting: Moving our records from a cash-based accounting to an accrual-based accounting.

**IT Update:**

Lunchroom Software: Jim Lynch is continuing to work on programming the new software. Our lunchroom coordinator tested the software and made suggestions. Once those changes are implemented we will move forward with Parent Testing.

**Governance Update:**

Recruiting: We have two candidates in mind (one for the open Treasurer position and one whose focus/specialty will be Facilities).

Succession Plan: Discussed amending the Board Terms in our current By-Laws to a maximum of 7 years served with one year extensions as approved by the Board.

**Development Update:**

Grants: Grant Writing Task Force will meet next week. This task force will locate grants, write grants and submit grants.

Capital Campaign: Continue to work on implementing a successful capital campaign.

Maker Space Visitation: LTCS has attended three site visits. Drew Charter School was very impressive. In June Creative Fuel visits by teachers who will also bring one student each to go through maker-space.

**Executive Session (7:58 p.m. – 8:11 p.m.):**

Motion to commence Executive Session at 7:58 p.m. by Jennifer Burr – Second Doug Waldorf  
(All Approved/None Opposed)

- Personnel

**ADJOURNMENT:** Motion to adjourn meeting at 8:29 p.m. by Jennifer Burr – Second Nathan George. (All Approved/None Opposed) Minutes submitted by Secretary, Jennifer Burr.