

**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**

**JULY MEETING MINUTES**

This meeting was held in person at Linwood Charter School Auditorium and via Zoom (Meeting ID: 267 635 4207)  
on **July 19, 2021, at 4:00 PM.**

**Board Members Present:** Gard Wayt, Lauren Marchive, Travis Morehart, Cynthia Franklin (zoom), Dr. Pastor Bernard Kimble, Sheryl Nix, Lori Graham

**Leadership Team/ Staff Present:** Kevin Cox, Wanda Austin-Lewis, Starla Ross, Tara Sealy, Marilyn Johnson, Shirley Pierson, Letisha Williams, Cheradee Williams, Aaryenne Strickland

**Call to Order:** 4:05 pm by Mr. Gard Wayt. The board went around the table and introduced themselves.

**Quorum Check:** A quorum was present. Mr. Wayt announced that Dr. Laster had an emergency procedure. Dr. Kimble gave a prayer for her speedy and complete recovery.

**Approval of Agenda:**

- Mr. Marchive: Moved to approve the agenda for July 19, 2021.
- Ms. Nix: Seconded the motion to approve the agenda.
- All voted in favor.

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

**Visitor Comments:** No Visitor comments.

**Approval of Minutes from Previous Meeting:**

- Dr. Kimble: Moved to approve the June minutes as distributed.
- Mr. Morehart: Seconded the motion to approved the minutes as distributed.
- All voted in favor.

**Financial Report:**

- Mr. Kevin Cox presented the draft of the June 2021 finance report. The report is marked draft until auditors approve it. See [link](#) for details.
- Mr. Morehart: Moved to approve the draft finance report as presented.
- Dr. Kimble: Seconded to approve the draft finance report.
- All voted in favor.

**Executive Director's Report:**

- Ms. S. Pierson gave the Executive Director's report in Dr. Jennings' stead. A consent agenda was sent out and reviewed by the board prior to the meeting. The floor was opened for questions.

Summer School

No questions

Year-Round Lower School Pilot

Ms. Nix had a question about year-round school timeline for PreK-2. The timeline would start at the beginning of this school year. A survey was sent to parents, and the school received over eighty responses so far -- 45 percent of

parents were interested and 54 percent were not interested. The target is to get over 50 percent of 1,000 plus parents to agree in favor.

The school will refer to the year-round schedules as a balance calendar.

#### **Q & A and Comments from BOT members:**

Graham: What is the deadline for implementation? - Beginning of August

Marchive: Stated there needs to be an overwhelming majority prior to implementing year-round.

Nix: Recommended presenting parents with a sample calendar of year-round school. She suggested potentially kicking off year-round school during the second semester to give parents enough time to buy-in.

#### **Operations**

Ms. Pierson shared that the bleachers are being removed. She spoke with Chief Mitchell about the Community Project, and he wants to use the area that the school needs. So, he is potentially interested in the area by Bernstein. Chief Mitchell has a backup plan if it does not work out. The school will move forward with the library renovations. Mr. Marchive confirmed there is no asbestos. The school is currently reviewing three bids.

#### **Enrollment**

Ms. L. Williams shared that kindergarten enrollment is at 50 percent. The school will host a Kinder Round-up this Thursday from 9:00 am to 6:00 pm. Ms. L. Williams anticipates that we will be at 75-80 percent enrollment by Thursday. There is only one seat available for Pre-K. All other grades are approaching 90 percent enrollment. We have over 165 students pending enrollment. The marketing department has heavily advertised enrollment through TV spots/ads on news channels 3, 12, and 33 and Facebook ads. At the next board meeting, the board will review the ads.

#### **Human Resources**

Ms. Nix commended HR on reducing 19 vacancies to 6 vacancies. Ms. Myles shared that in 6 days, the HR department hosted (5) job fairs in which they were able to fill those positions. She hopes to fill the remaining positions this week. If not, there will be another job fair. Mr. Wayt commended the team for their excellent results. Ms. Myles will send the board calendar invites for new hire orientation held on August 2<sup>nd</sup>.

Attorney Graham: Moved to approve the consent agenda reports for summer school, year-round school, operations, enrollment, and human resources.

Ms. Nix: Seconded to approve the consent agenda reports.

All voted in favor.

#### **Board Chairman's Report:**

- Mr. Wayt provided the Board Chairman's Report.

#### **Board Retreat Details**

Mr. Wayt shared that the board retreat will be held at the Hilton Garden Inn Bossier on July 31, 2021 from 9:30 am-3pm. The agenda will include the board and staff meeting separately from 10 am to noon, eating lunch together, and then meeting jointly to compare notes. The moderator for this event will be Kevin Gutierrez of LA Association of Public Charter Schools.

#### **Bylaws Update**

Attorney Graham will review and revise bylaws prior to the board retreat. Recommendations will be shared during the board retreat. Kevin Guterrez and Mr. Wayt will work on board committees' roles in preparation for the board retreat.

#### **Branding**

Hemingway West will provide an analysis on the work they have done for the school. This will be discussed at the retreat as well.

Community Advisory Council

Mr. Wayt reported that he has a file of agreements of persons willing to serve on the advisory council. He expects to have 18 members before the retreat.

LA Tech partnership

Louisiana Tech and Linwood Charter has a partnership where Linwood will have a source of teachers from Tech's College of Education. Mr. Wayt stated that Dr. Jennings will have more information about this partnership.

**Unfinished Business:** None

**New Business:** None

**Executive Session:**

- There was a brief executive session called by Mr. Marchive at 4:52 pm to discuss a legal matter for acquiring additional facilities. The executive session ended at 5:01 pm.

**Adjourn:** Mr. Morehart moved to adjourn the meeting. Attorney Graham seconded to adjourn the meeting at 5:02 pm. All voted in favor.

Please mark your calendars.

Consensus- The next meeting will be on **Monday, August 16, 2021**, at **4 PM** in person.