

**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**

**JANUARY MEETING MINUTES**

This meeting was held by teleconference via Zoom (Meeting ID: 267 635 4207)  
on **January 24, 2022**, at **4:00 PM**.

**Board Members Present:** Gard Wayt, Travis Morehart, Sheryl Nix, Dr. Bernard Kimble, Cynthia Franklin, Mildred Toliver, Dr. Kerry Laster, Lori Graham

**Leadership Team/ Staff Present:** Dr. Staughton Jennings, Kevin Cox, Wanda Austin-Lewis, Tara Sealy, Jennifer Myles, Marilyn Johnson-Preston, Letisha Williams, Shirley Pierson, Cheradee Williams

**Call to Order:** 4:03 pm by Mr. Gard Wayt.

**Quorum Check:** A quorum was present.

**Approval of Agenda:**

- Mr. Morehart: Moved to approve the agenda as distributed.
- Ms. Nix: Seconded the motion to approve the agenda as distributed.
- All voted in favor.

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

**Visitor Comments:** Mr. Mark Snow presented the schematic and Estimate of Project Cost to the board. Mr. Wayt recommended doing what Mr. Snow described as maintenance repair for bus drive widening and adding 38 parking spaces to the north parking lot. This potentially could be completed by next school year.

- Mr. Morehart: Moved to approve Mr. Snow to begin work on stages 1 through 4 of the Estimate of Project Cost document, which includes adding 38 parking spaces to the North Parking Lot and the maintenance repair for the Bus Drive Widening.
- Dr. Kimble: Seconded to approve Mr. Snow to begin the project as described.
- All voted in favor.

Mr. Cox explained that the school must watch the operating cash closely since LPCS is trying to acquire the other campus. Federal funding has been approved for the other campus, but LPCS must spend that money before we can submit for reimbursement. Nevertheless, moving forward with this project is feasible.

Mr. Snow will submit a formal proposal to Ms. Pierson and work with LPCS on any modifications.

**Approval of Minutes from Previous Meeting:**

- Dr. Kimble: Moved to approve the December 13 and January 11 minutes as distributed.
- Ms. Graham: Seconded the motion to approve the minutes as distributed.
- All voted in favor.

**Financial Report:**

- Kevin Cox presented the December 2021 financial report. See the [link](#) for details.
  - Mr. Morehart: Moved to approve the financial report as presented.
  - Ms. Nix: Seconded to approve the financial report.
  - All voted in favor.

Mr. Morehart asked if we are budgeting any of the ESSER funds for operations in the regular operating expense on the income statement. Mr. Cox replied yes. Mr. Morehart asked can the board have an estimate of how much we are paying out of ESSER in the budget by the next meeting.

- Mr. Morehart gave the 2020-21 audit report. He stated that overall, there were no findings, and it was a good report. A copy of the audit report will be sent to the board members.
  - Mr. Morehart: Moved to approve the audit report ending June 30, 2021, as prepared by the auditors.
  - Ms. Tolliver: Seconded to approve the financial report.
  - All voted in favor.

#### **Executive Director's Report:**

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

#### **Consent Agenda Reports**

##### ***Items included: Academics, Operations, Marketing/Recruitment, Student Activities and Human Resources***

- Mr. Morehart: Moved to approve the Consent Agenda items as distributed.
- Ms. Toliver: Seconded the motion to approve the Consent Agenda as distributed.
- All voted in favor.

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

##### **Operations**

Mrs. Pierson reported that the 26-passenger van is available, and the school is moving ahead on purchasing the van.

##### **Marketing/ Recruitment**

Q: Mr. Wayt wanted to know what is happening with Project Return.

A: Ms. L. Williams explained that due to the kids not being in the building and due to Covid, the Project Return notices will not be sent home until Feb 7. Following that, spring recruiting will begin.

##### **Academics**

Q: Mr. Morehart asked how the STEM program will be implemented on campus.

A: Ms. Sealy explained that Sci-Port will come on Thursdays' afterschool to work with 4<sup>th</sup> grade students. This will serve as the Science club and include a teacher and coach.

Q: Mr. Morehart asked for an explanation of the Measure of Academic Progress (MAP) assessment graphs in the Academic Report.

A: Ms. Sealy provided an overview of the MAP assessment graphs. She explained that it is a diagnostic test that measures the students' academic progress to this point and the Information shows a comparison of this school year's to last year's student performance.

##### **Tech Partnership Update**

Ms. Myles shared that the school has finalized the logistics of the Master's Degree plan. There will be two cohorts. One program starts in the summer and the other starts in the fall. HR is currently going through the selection process with staff that is interested in the program. At the conclusion of the program, participants will receive a master's degree and teacher's certification with a three-year commitment to teach at Linwood Public Charter School. There are currently ten persons interested. LPCS will have a maximum of twelve participants. After the school identifies the first cohort, then the school will make a public announcement.

### Aquaponic Report

Dr. Jennings shared that the school met with the Stream Aquaponics team Friday and looked at the art room as a possible location to host Aquaponics on campus. This program will be piloted as a set-up class in the summer and an elective in the fall for current 4<sup>th</sup> graders going to 5<sup>th</sup> grade.

### CIC Report

Dr. Jennings reported that the CIC program is moving forward and Mr. Rossum, a former LPCS employee, will oversee the program. The school is waiting on the Cyber Innovation Center for the next steps.

### Remote Learning Report

Dr. Jennings reported that there have been 87-90% of students logging on during the two-week virtual learning. The COVID issues with teachers are also decreasing. As of today, there were four teachers out, non-COVID related. Dr. Jennings believes that this two-week window has helped. The school is now preparing for the students to return to in-person learning on Monday.

Q: Dr. Kimble asked what are the most common excuses given for students not logging into the remote learning.

A: Dr. Jennings replied that some of the excuses have been technology issues and/or the lack of parent support.

Q: Mr. Wayt asked what are some of the most common reasons given for teacher absences.

A: Ms. Myles replied that most reasons are due to covid-related protocols and personal leave.

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

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

### Bylaws

Mr. Wayt shared that Mr. Marchive is satisfied with the bylaws. He opened the floor for questions from other board members before accepting the bylaws.

- Ms. Graham: Moved for the adoption of the bylaws as presented.
- Ms. Nix: Seconded for the adoption of the bylaws.
- All voted in favor.

Ms. C. Williams will send a copy of the adopted bylaws to the board members.

### Community Advisory Council

Mr. Wayt stated that the CAC meeting is postponed until after the St. Catherine's project is resolved.

### Linwood Gathering- December 17<sup>th</sup> at Frozen Pirogue

Mr. Wayt commended the event. He said that he was impressed with the level of enthusiasm during the celebration.

### Christmas Stage- Production

Mr. Wayt applauded the Christmas Stage Production. He stated that it was a wonderful presentation with standing room only. He thanked the executive team members who were involved. He hopes that the BOT members will be able to attend future events.

### LSUS Partnership

Mr. Wayt has a meeting with Dr. Cay Evans, the Dean of the Education Department tomorrow to discuss a partnership with LSUS to help LPCS find teachers. He will provide more details at the next meeting.

### LDOE Interaction

Mr. Wayt informed the board that we are taking a different approach to modifying our Management Agreement and clearing the request with our attorney. The request will ask LDOE to give us permission from the superintendent's office to operate on two campuses. It will also point out that the school has made an offer to buy the other location. LPCS has the money, personnel, and plan in place. We will no longer ask the BESE board for a Material Amendment.

**Unfinished Business:** None

**New Business:** None

**Executive Session:** None

**Adjourn:** Mr. Morehart moved to adjourn the meeting at 5:37 PM. Dr. Kimble seconded to adjourn the meeting. All voted in favor.

Please mark your calendars.

Consensus- The next meeting will be on **Tuesday, February 22, 2022,** at **4 PM.**