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- 49 ○ Board member Sonja discussed the recommendation of Professor/Author John
50 Almarode; the board agreed he seemed like a viable candidate but wanted to review his
51 resume before voting. Resume has not been secured just yet.
52 ○ Christopher Lewis from Planters Bank is a viable candidate as well as Dr. Jacquelyn
53 Brownlow. The board received their resumes and will vote during the next meeting.
54 ✓ Committee Updates
55 ○ Committees have been formed but have not yet begun to meet and should start to do
56 so soon.
57 ✓ Good of the Order/New Business
58 ○ Sonja and Mack made financial contributions and need follow up thank you letters for
59 tax purposes.
60 ○ Board members will assist with the staff interviews as much as possible.
61

62 The next meeting is scheduled for Tuesday, February 11th at 2pm via conference call. The March
63 meeting will be in person Saturday, March 7th from 9am-1pm.
64

65 The meeting was adjourned at 3:49pm.
66

67 Minutes Recorded and Reported by:
68

69 

70 Dr. Tamala Boyd Shaw, Executive Director
71

Minutes Reviewed and Approved by:

Emily Cupples, Board President

**Minutes of the Board of Directors of MS Delta Academies
Conference Call
Tuesday, February 11, 2020**

Mack called the meeting to order at 2:05pm.

Board members present on call: Mrs. Emily Cupples, Mr. Steve Fortenberry, Attorney McKinley Martin

Board members absent: Dr. Sonja Alexander

Leadership Team Members Present: Dr. Tamala Boyd Shaw

Approval of Agenda

The agenda was approved with a motion by Steve and a second from Mack.

January Meeting Minutes

The January meeting minutes were approved with a motion from Steve and a second from Mack.

Mack graciously and spiritedly offered a belated Happy Birthday to Tamala whose birthday was yesterday (February 10th).

Executive Director's Report

Employment Updates

- Office Manager – 75 applicants
- Director of Curriculum – 10 applicants
- Operations/Finance – 4 applications
- College & Career Counselor – 4 applicants

Staff Benefits

- Tamala introduced Marcus Burger, who talked to board members about staff insurance – medical, dental and vision as well as commercial insurance
- Presented opportunity to participate in People Joy Student Loan Forgiveness Program
- Discussed deferred compensation plan (funds not taxed immediately) for Executive Director
- Unemployment tax does not have to be paid by a nonprofit (1972) law – month of November to opt out
- Mack asked how Marcus would be paid – this is from the carrier (commission)
- MS is a right to work state

Enrollment Updates

- Tamala has enlisted the contracted support of Debra Adams to help with student recruitment; this is short term until staff comes on board later this spring
- Everyone is invited to Spirit Night at Pizza Inn on Tuesday, March 10th; this is a recruitment and fundraising event

Facilities

- We are working through lease finalization with Mack as the lead
- Architects Beard+Riser and Delta Build Design are those with whom we are in contact about our building needs
- We are working through the E-Rate process to ensure technology for our building

Funding/Finance

- The financial report is in the Google Drive. There were no questions about the report.
- We are still expecting all Board Members to pay a \$500 donation each year. We have received this from Sonja and Mack and Tamala.
- We have applied for several grants as listed on the agenda.

Marketing/Community Events

- Make sure to like/follow/share social media
- Website is current and informative
- Opportunity to speak to the Kiwanis Club on February 23rd
- Considering getting an ad in the Greenwood Commonwealth
- Preparing to record a commercial to be aired on WGNL for the month of February and early March
- Planning pop up recruitment events in Sidon, Snowden Jones, Itta Bena and Rising Sun for March 21-22

Executive Director Professional Development

- Our ED has recently been accepted to Leadership Mississippi and is looking for other ways to continue professional growth and development

Board Member Recommendations for New Members

- Three professionals are being considered for a board vote – Christopher Lewis, Jacquelyn Brownlow, and Leonette Henderson

Committee Updates

None

Good of the Order

- No Questions
- Next meeting is a board retreat on Saturday, March 7 from 9am-12pm (the same day of our student registration)

The meeting was adjourned at 3:17pm.

Minutes Recorded and Reported by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President

**Minutes of the Board of Directors of MS Delta Academies
Conference Call
Friday, March 27, 2020**

Emily called the meeting to order at 2:07pm.

Board members present on call: Mrs. Emily Cupples, Mr. Steve Fortenberry, Attorney McKinley Martin,
& Dr. Jacquelyn Brownlow

Board members absent: Dr. Sonja Alexander

Leadership Team Members Present: Dr. Tamala Boyd Shaw

Approval of Agenda

The agenda was approved with a motion by Mack and a second from Steve.

February Meeting Minutes

The February meeting minutes were approved with a motion from Mack with the corrections and a second from Second.

Board President's Report

- The face-to-face meeting was cancelled, and the board did a Zoom Meeting.
- Dr. Tamala Boyd Shaw has been working hard with the grants & funds

Executive Director's Report

Employment Updates

- There are 5 leadership support team members: (1.) Marquez Elem-Dean of Operations & Students; (2) Latoya Spurlock-Fluker-Dean of Curriculum & Instruction; (3) Karmeilla McGee-Office & Finance Manager; (4) Holley Peel- Administrative Assistant; & (5) Kiarra Williams-College & Career Counselor. All members will be logged on today at the staff meeting. The team is called Leadership Support Team because everything each member does supports the teachers & students. As for the teachers, interviews have begun during the week of Spring Break but were shut down due to COVID-19. Dr. Shaw will resume the interview process next week. Dr. Shaw also express that if anyone knows a great teacher to encourage them to apply.
- Enrollment Updates – As of today, there are 78 students enrolled. Keep in mind that enrolled is different from registered. The first registration was held March 7, 2020; the second one was on March 19, 2020; & the third was March 26, 2020. Up to this point there are 45/78 students who have completed registration. The Career & College Counselor will start on April 1, 2020. All four leadership support team members were invited to the NSVF Webinar on today. Leflore Legacy Academy is on target. The goal is to get 25 students enrolled & registered a month.
- Facilities – Leflore Legacy Academy does have a facility. Dr. Shaw informed the board members that they moved in on March 7, 2020 but still doesn't have furniture. The Leadership Support Team are working remotely, however on Thursdays we come together and have registration at the school. There are also virtual Zoom Meetings on every Friday. There was a walk through done by Emily (the architect) on yesterday. The blueprint will be ready on or before April 1. There will be contractors selected as well, where the architect will inform them that everything has to be completed by July 1, 2020. Mack posed a question, asking how does COVID-19 effect the schedule? Dr. Shaw stated that as we notice, the governor has not put the state on

lockdown. For example, when we have registration, we have gloves, hand sanitizer; Clorox Wipes, Lysol Spray, & the team members are in a separate office and parents come in one at a time. With that being said, Emily, the architect doesn't see it as an issue with the contractors being onsite. Since the state of MS is not going on a shutdown, Tamala will ensure that her & the team members take precautions & if adjustments have to be made in terms of the school calendar, we will make those adjustments. As far as right now, the school's schedule will continue to go as planned.

➤ Funding/Finances

I. Board Member Contributions: Tamala reminded the board members about their \$500 commitment for 2019-2020 school year.

II. Grant Opportunities: There are 2 grants that we applied for (Community Foundation of Northwest MS & Literacy Program).

1. Community Foundation of Northwest MS: They didn't have the funds to give
2. Walton Family Foundation: A grant that is for a starter charter school, but were Denied. So if anyone knows an employee who works there, please inform Tamala. This is the second time that we applied.
3. Charter School Growth Fund: Applied for a \$250,000 and we have completed the interview process and are waiting on the results, which we will have in May.
4. NSVF (NewSchools Venture Fund): There will be an interview with them on April 8 to be approved for \$400,000. Tamala and the team are preparing for that interview.
5. AmeriCorps Volunteers: Applied for the \$150,000 grant, which will allow us to hire tutors to help our scholars with their literacy and ensure they are reading on or above their grade level. We have been invited to apply and it is due on April 9.
6. Literacy Program: The second proposal was approved, which is \$1,250. We will use these funds for the ACT resources.

Mack ask "is the launch grant (NSVF) being held in person"? Tamala informed the board members that it would be virtual via Zoom.

Mack also asked Tamala are there any concrete plans in case the school has to operate online for teachers to teach and students to learn online. Tamala informed everyone that there aren't any concrete plans as of now. However, the team and I have been discussing different online platforms such as tutor.com. There is a meeting schedule with ANet (a platform that we will be utilizing to upload all documents. Tamala will also reach out to Dr. Sonja for her assistance with virtual learning.

Tamala also informed the board members that she contacted the MS Charter School Authorizer Board regarding the assessments & state data from the year before. We will also use an universal screener to see where the scholars are and we are not totally depending on the state assessments. Most importantly, we are thinking about accountability topics for the school.

Marketing /Community Events

I. Facebook, Instagram, Twitter-please make sure to like/follow/share

II. Website- Tamala is working to make the minutes & board meetings dates open to the public. We have to ensure that the board dates & minutes be publicize. Tamala do wants everyone to adhere to the rules & regulations.

III. Commercial- The commercial was launched and got some positive feedback. We are thinking about running it again. Mack isn't sure if we should run the commercial again because he said it depends on what kind of audience we have within the Greenwood community (e.g if some use Facebook more than television). He's not sure if we should put all of our eggs in the Facebook basket. Emily isn't sure about the local TV stations because purchasing TV ads would be great if

97 they are willing to give a discount but it is expensive. Tamala stated that a lot of people do
98 watch Facebook and the radio would be great as well. So we should look at the time slots for the
99 10 o'clock news, which is the most expensive slot.
100 IV.WGNL Radio Station- We are looking at the radio commercials, which is less expensive. So
101 Tamala said they will go back to the radio.
102 V. Billboard-Leflore Legacy Academy is still up. Tamala doesn't like that there isn't no contact
103 information on it and we will keep it up as long as we can.

104 **Board Member Recommendations for New Members**

105 ➤

106 **Committee Updates**

- 107 ➤ Governance
108 ➤ Finance
109 ➤ Academic Achievement

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112 **Good of the Order**

- 113 ➤ A. Questions/Clarifications
114 ➤ B. Agenda Topics, Date & Time for next meeting
115 ➤ C. Staff Intros

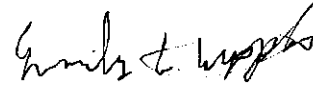
116 The meeting was adjourned at 3:07pm

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119 Minutes Recorded and Reported by:

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121 Dr. Tamala Boyd Shaw, Executive Director
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Minutes Reviewed and Approved by:



Emily Cupples, Board President

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Subject: Signature Needed MDA Board Meeting Minutes 03.27.20[1].pdf

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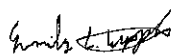
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Freeform Signing

Electronic Record and Signature Disclosure:

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Security Checked

9/2/2020 12:21:37 PM

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Payment Events

Status

Timestamps



Minutes of the Board of Directors of MS Delta Academies
Conference Call
Tuesday, April 21, 2020

Mack called the meeting to order at 2:22pm.

Board members present on call: Rev. Steve Fortenberry, Attorney McKinley Martin Jr.,
Dr. Sonja Alexander, & Dr. Tamala Boyd Shaw

Board members absent: Ms. Emily Cupples & Dr. Jacquelyn Brownlow

Leadership Team Members Present: Dr. Tamala Boyd Shaw and Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved with a motion by Steve and a second by Sonja.

March Meeting Minutes

The March meeting minutes were approved with a motion from Sonja and second by Steve.

Board President's Report

- A report was not given since the member was absent.

Executive Director's Report

COVID-19 Planning-Distance Learning

- Tamala & the leadership support team are actively in discussion & training in case the school has to open virtually. Having adequate technology allows us to prepare to launch, and we are engaging in a training webinar to learn more about how to utilize Google Classroom. We are also taking advantage of opportunities to participate in trainings hosted by NSVF as it relates to learning virtually. We are planning either way traditional and/or virtual. Steve posed a question to see if MCSAB contacted Tamala? Tamala informed everyone that they have responded to her email regarding COVID-19. The Executive Director of MCSAB responded saying that she is sure we can operate either way. Steve asked if First Baptist Church will cut Legacy some slack due to COVID-19 as it relates to the monthly rent. Legacy is paying \$1,500 a month for rent, which March & April are paid. Steve would make contact with First Baptist Church. Mack advised before Steve does that he will review some guidelines in the lease regarding the rent.
- **Enrollment Updates** – Tamala and some of the leadership support team have been interviewing teachers. We had one math teacher interested, but she signed with another private school. Tamala is hoping to make offers this week. Tamala wants to hire teachers by the end of May. In order for students & teachers to catch up on their learning due to COVID-19 in June, Tamala suggested that the students be in learning mode ½ day and a full day for teachers (traditional or virtual). Sonja asked will the teachers get a stipend? Tamala said yes. Sonja also asked about the sprinkler situation. She made a suggestion to look at new locations. Sonja stressed the importance of ensuring students don't come in frustrated because it leads to behavior. As for enrollment there are 94 enrolled students as of now. Curbside registration will be held next week. Tamala wants to get a list of Carrollton & Sunflower County parents' addresses. Sonja asked is the academic piece included in the recruitment process? Tamala responded, "Not yet", but for the postcard there will a summation of the academic learning piece. Sonja suggested an ice cream social in June to get to know who

49 the parents, administrators, teachers, & the academic piece. Tamala informed the board that
50 Legacy conducted a Facebook Live, where some people did ask questions about ACT prep. She is
51 thinking about the radio to get a live session where parents get to ask questions and a better
52 understanding of the academic segment. Postcard to the ones who have enrolled to keep them
53 engaged are being sent out.

54 ➤ **Facilities**

55 I. Architect Review & Recommendations- Emily (Roush-Elliott) & Tamala did a walk through, and
56 an agreed upon contract costing \$5800 was executed. Victor Stokes, City Inspector & Fire
57 Marshall initially let us know many items will not be an issue because we will be exempt due to
58 the age of the building, but know he needs to look at the usage for the school and not the
59 church. Code compliance items needed for the building were shared through the cost worksheet
60 document. Tamala informed the board that the budget is \$50,000. The drawing was due to
61 Tamala today (she will have those on Thursday). The plan was to have a contractor or bidding on
62 April 30, 2020. Renovations will hopefully start in May allowing us to move furniture in by June.
63 The church needs to move everything out by April 30, 2020. Mack posed a question, asking how
64 is Legacy going to make up the difference if we are going on the low end. The NSVF is for
65 \$400,000 for the next three years but it can't be used for facilities. If we get the Charter School
66 Growth Fund for \$250,000 (mid May and disburse funds until June), we could use that. The CSP
67 is \$300,000 per year, but only a portion of it could be used for facilities modifications. Tamala
68 suggested that we need to figure out how we didn't need a sprinkler system or new ceiling .
69 Tamala doesn't understand how the building was used for a school for five (5) years and now
70 that we are about to operate it's a problem. Tamala will request a meeting with the City Council,
71 if necessary. Tamala will also be asking for a waiver that will grant us the certificate of
72 occupancy. Victor has been talking to the State Marshall & City Fire Chief to see if we can have a
73 "Fire Security Guard" (trained by Victor and it's not uncommon). Mack asked who has to sign
74 his/her name to provide the waiver? Tamala replied that it is the Mayor or State Fire Marshall.
75 Mack recommended that Tamala continue to go through Victor so she won't burn any bridges.
76 Steve asked are there any places that we can look at? For example, North New Summit may be
77 an option since it may close. There is no other building on short notice without the high cost of
78 renovations. The estimate is \$140,000. Victor asked if we had any plans or purchasing the
79 building. Tamala responded by saying not in our first or second year. We got all of the
80 operations cost looked at (copier & telephone lines).

81 ➤ **Funding/Finances**

82 I. Budget/Financial Summary-Share the CSP Budget . The documents are in the google
83 drive for board members to access. Legacy financial documents are confidential. There
84 is also a budget from the charter application. The balance sheet is also included. The CSP
85 grant was deposited late for the month of April. April bills are paid. The profit and loss
86 are included. All financial information comes from QuickBooks. Tamala will add the MS
87 Tax Exempt document to the Google drive. Sonja would like to see the academic budget
88 (instruction, textbooks, professional learning). Tamala would send Rene an email
89 requesting that information.

90 II. Grant Opportunities 1.SBA Cares Act: We are to submit additional documents.
91 2. NSVF-Result will be known any day after April 20
92 3. Charter School Growth Fund-set to know in May

93 ➤ **RFPs**

94 I. Food Services - Engaged with several Food Services. Rene & Kay will be working together to
95 make sure we stay within the fiscal guidelines. The Board needs to review the certain pages (21-
96 22) especially Mack with his legal eyes. Tamala is uploading it to the drive. The Financial
97 Consultant has look at the necessary pages (7 &27). The Board will review 21 & 22 by next

98 Tuesday with any questions that they have. Legacy is looking at restaurants if they can or cannot
99 offer service. For the state, we must have that done by June 3. Steve will email his contact for
100 Pillow Academy as it relates to Food Service. Tamala informed Sonja that we are getting training
101 from ANET relative to the academic piece.

102 II. Transportation- Ecco Ride: A future legacy parent referred us to this company. Legacy is
103 drawing up some proposals. We have about 60 students that need transportation. Tamala
104 would like to purchase our own bus. Since school may be virtual in the Fall, we have to be lean,
105 though.

106 ➤ **Governance**-There is no governance report at this point. Mack will be in communication with
107 other committee members. Mack has questions regarding board members being on each
108 committee since we have five board members. Tamala suggested that we go back & revisit who
109 is on what committee and suggested that Emily as board chair reviews it.

110 I. Finance Committee-No report at the moment.

111 II. Academic Achievement- There were great conversations with A-NET and feels comfortable
112 with utilizing them. There was a need for videos of teachers teaching. Sonja wants Legacy to
113 think about the unique Professional Development for the teachers. She stressed the importance
114 of ensuring that Legacy is doing what we say we are going to do academically.

115 ➤ **Good of Order**

116 I. Questions/Clarifications- When there is a committee meetings, Tamala would like to be
117 invited.

118 II. Agenda Topics, Date & Time for next meeting-Tamala asked are evening times better to
119 do meetings. Sonja stated that due to her position , this time is a little difficult since it is
120 virtual; she noted weekends or early in the mornings are fine. Mack stated that right
121 now he's flexible since working from home. He is ok with weekends also. Tamala asked
122 about week nights. Steve is pretty flexible, most evening, weekends. Tamala made a
123 suggestion to look at calendars to plan for next meeting for next month. May 19, 2020
124 at 7pm central time will be the next board meeting.

125 **Board Member Recommendations for New Members**

126 ➤

127 The meeting was adjourned at 3:44pm.

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130 Minutes Recorded and Reported by:

Minutes Reviewed and Draft Approved by:

131



135 Ms. Karmeilla McGee, Legacy Office/Finance Manager Dr. Tamala Boyd Shaw, Executive Director

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Minutes Reviewed and Approved by:

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McKinley Martin, Jr., Board Vice Chairperson

Minutes of the Board of Directors of MS Delta Academies
Conference Call
Tuesday, May 19, 2020

Emily called the meeting to order at 7:14pm.

Board members present on call: Rev. Steve Fortenberry, Attorney McKinley Martin,
Dr. Sonja Alexander, Ms. Emily Cupples, Dr. Jacquelyn Brownlow
& Dr. Tamala Boyd Shaw

Board members absent: None

Leadership Team Members Present: Dr. Tamala Boyd Shaw & Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved with a motion by Mack and seconded by Steve.

April Meeting Minutes

The April meeting minutes were approved with a motion by Steve and a second by Sonja.

Board President's Report

- No report

Committee Reports

Academic – No Report
Governance – No Report
Financial – No Report

Executive Director's Report

- COVID-19 Virtual Learning
 - Legacy is engaged with Highland Institute, A-NET, & working with Technology Lab.
 - Tamala & the Leadership Support Team are planning how the school is going to operate in case it is open traditionally (e.g. sanitizer stations & masks for staff & students)
 - Sonja suggested that a detailed COVID-19 discussion will be for the next meeting.
 - Tamala submitted a Summer Learning Program to Mississippi Department of Education (MDE) and they have confirmed that they received it.
- Funding & Finances
 - Legacy were denied two huge (as it relates to the amounts) grants: (1) New School Venture Fund; (2) Charter School Growth Fund
 - As it relates to the budget, the actual numbers have to be entered into the budget as assumptions, but since NSVF did not approve, we will have to amend the budget.
 - Charter School Growth Fund strongly encouraged reapplication in the Fall.
 - The good news is that the school does qualify for the Cares Act funding based on several criteria and as a small business.
 - Legacy does have Title I & II Allocation, which will be rolled into the budget.
 - Legacy did get PPP (Payroll purpose), which was only based on Tamala being the only employee at the end of December 2019.

- Legacy is applying for the Cares Act & 21st Learning Grant (due on June 9, 2020 that the grant writer is working on).
- The school is looking into the USDA grant (for rural schools & hospitals); there is a minimum and maximum amount and the grant writer is in the process of completing the paperwork.
- We have received a small grant for the ACT material & it can now be used for whatever the school.
- Casey Family Foundation is a possibility for assisting our school with securing more funding, so the grant writer wrote a letter of inquiry. Keith Fulcher at The Community Foundation of Northwest MS is the liaison for that project.
- The financial documents that are in the Google Drive only have the CSP Grant, which is the only source of income Legacy have at the moment, but we are in a stable financial position.
- The donors of recurring donations (online donation on school's website) will be receiving thank you letters from Tamala.
- According to the Director of MCSAB there will be some reductions for state funding, MAEP, but she cannot say at the time what those would be.
- Empower MS is a charter school advocate and also a voucher advocate.
- Due to these uncertain times, it is extremely hard for some to give funds.

➤ Employment Updates

- There are eight teachers that need to be hired (1 Gifted Teacher)
 - Job offers have been made to seven of them.
 - Five out of the seven have accepted their offers.
 - As soon as all seven offers have been accepted then Tamala will upload the teachers' biography will be upload to the school's webpage & resumes will be on the Google Drive so the Board Members can view their information.
 - Physical Education & Project Lead The Way have not officially accepted their offers, so those positions are technically still open.
 - Legacy is not fully staffed (Leadership Support Team); there are only four Leadership Support Team Members due to the fact the Dean of Operations & Students did not work out (the position will be posted again). We still have the Operations Consultant and she has been assisting the school with that along with the Leadership Support Team members stepping up.
 - As for the Deans of Operations, Tamala will ensure diversity, equity, inclusion across the board.

➤ Enrollment Updates

- The goal is to have 120 Legacy Scholars
 - 115 are enrolled (they need to also be registered)
 - 26 have completed registrations
 - The Leadership Support Team has been making direct phone call to those parents and mailers were sent home.
 - The staff is being diligent to moving enrolled students to registered students.

➤ Questions/Comments

- Emily asked will there be a cap of 130 registered students; Tamala informed everyone that once there are 130 enrolled students, the focus will shift to registered students.
- Emails are going out every Monday to parents who have not completed registration.

➤ Facilities

- Legacy does not have to purchase a sprinkler system. The City Fire Marshall informed Tamala that the services are going from a school for a school. The sprinkler will only have to be purchased if the school has 300 people.
- There is no need for new ceilings.
- The bathrooms have to be up to the ADA standards.
- Some facility work will start as early as next week.
- The kitchen needs a fire suppression system so it will not be open for use until it is purchased. Remember that this is a shared space.
 - Mack will review the lease and will give feedback to Tamala. He expressed that there will be some provisions since the church cannot use the kitchen until the fire suppression system is purchased. A suggestion that the church pay half of the fee and the school pay the other half regardless of the lease.
- The fire extinguishers are not update/ up to code even though the church was paying someone to conduct a walk through.
- Mack emphasized the importance that Legacy is responsible for all of the approvals.
- Tamala will create a list to submit to Mack in order for him to make a proposal.

➤ RFPs

- The requests for proposals are due by May 22, 2020.
- Legacy is hoping to get more than one.
- Legacy is practicing the importance of being lean.

➤ Signatures for Purchases

- Practice of requiring on one signature (Tamala Boyd Shaw) for purchases \$5,000 or less
- New Practice of requiring two signatures (Tamala Boyd Shaw, Ed.D.) and Karmeilla McGee, Business Manager) or Board Member (Steve Fortenberry) for purchases \$5,000 to \$50,000
- New Practice of bringing any purchase of \$50,000 or more before the board for approval; if approved, two signatures (Tamala Boyd Shaw, Ed.D., Steve Fortenberry, Board Member, or Karmeilla McGee, Business Manager) are required.
 - MDE Procurement Guidelines will be followed at all times and for all purchases.
- Tamala informed the board member that the state has approved the purchase of the Chromebooks that cost. \$28,000.
- The Business Manager is being trained by the Financial Consultant.
- Mack moved that the above recommendation be accepted, and Sonja seconded it.
- The Financial Consultant is currently keeping up with the non CSP eligible reimbursement purchases made by Tamala. She also has record of the payment due to Tamala for work not compensated for September-December; Tamala

acknowledged waiting for that payment until the school is in a stronger financial state. The board showed their appreciation.

➤ Good of the Order

- Tamala wants to the Board Members to decide whether to check in individually for an hour or to continue to connect organically. Board members agreed the conversations could happen as needed.
- Emily is going to reach out to Jacquelyn to see if she will be able to continue in the role of board member.

The meeting was adjourned at 8:40pm.

Minutes Recorded and Reported by:



Karneilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Zoom Call
Tuesday, June 23, 2020

Emily called the meeting to order at 6:10pm.

Board members present on call: Attorney McKinley Martin, Dr. Sonja Alexander, Ms. Emily Cupples,
Dr. Jacquelyn Brownlow & Dr. Tamala Boyd Shaw

Board members absent: Rev. Steve Fortenberry

Leadership Team Members Present: Dr. Tamala Boyd Shaw & Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved with a motion by Sonja & a second by Mack.

May Meeting Minutes

The May meeting minutes were approved with a motion by McKinley and a second by Sonja.

Board President's Report

- No report

Committee Reports

Academic – Sonja shared that the academic committee met to discuss ANET as well as suggestions for policies.

Governance – No Report

Financial – No Report

Executive Director's Report

- 2020-2021 Operational Budget
 - There are eight state revenues that have been calculated into the budget. The financial consultant informed the board members that the MAEP number may change and it is the same as per pupil funding. Due to COVID-19, a reduction is expected.
 - The school were awarded the AmeriCorps Grant & the CARES ESSER funding is in process.
 - The financial consultant will conduct further research to find what is Alternative Education.
 - The financial consultant explained to the board members that the CARES ESSER Funding is nationwide and the purpose is to ensure schools are prepared for distance learning, which comes from the U.S. Department of Education.
 - Dr. Shaw also presented the CARES ACT Guidelines and will forward a copy to the board.
 - As it pertains to the Federal revenues, there are eight funding sources.
 - The Breakfast & Lunch Reimbursements are estimates based on last year, which doesn't change much. There will be an estimate of 95% of our students served that will qualify for the free breakfast & lunch.
 - Due to the school has not signed a contract for Food Services, there isn't a figure for the snack reimbursement.

- Legacy will not receive Title III for the 1st year, however next year the school should receive Title III as it relates to ESL. As of now, there are no ESL students due the assessment that is included in the registration packet.
- Since Legacy is a new charter public school, there will be a split between local district funds and they have to be the ones to release the funds to the school.
- There are some additional local & other revenues such as contributions & donations, E-Rate reimbursement, & local Ad Valorem.
 - There was a discussion about the amount of money raised this past year.
 - The Board & the Executive Director/Founder will vote on a comfortable amount for each board member to committee to donate so the school can meet their yearly goal.
 - Due to COVID-19, Sonja suggested that there must be a plan to raise funds and fundraisers events is not the only way.
 - These fundraiser ideas will start July 2020-June 30, 2021.
- Legacy has a few main expenses such as administrators & instructional costs, health insurance, retirement contributions, workers compensation, personal tax & benefits.
 - A couple of positions are still in the process of being filled such as Dean of Operations & Students, Gifted Teacher & Project Lead the Way. These positions are included in the budget (the salary may increase or decrease depending on the applicant experience and educational background).
 - There are some contractual services (CPA & Nurse Services) that the school must have & the Executive Director is currently seeking a CPA for external auditing services, which is a requirement of MDE for the 1st year.
 - Legacy is going to try to waive the authorizer fee due to COVID-19.
- There is a number of school operations expenses, but since Legacy is a member of MS Alliance of NonProfits & Philanthropy there will be no board expenses.
 - As for Transportation Services for students, there will be a revision because the school will be responsible for hiring the drivers and putting fuel in the buses. The insurance expense for the bus is still pending.
 - The academic committee did review the A-NET proposal, which the fee was initially for the planning year so the Executive Director will follow up the VP.
 - Legacy does have a contingency budget for instructional platforms, laptops, hotspots, textbooks, workbooks, and etc. in case the school has to operate virtually full-time due to COVID-19.
- The facility operation & maintenance does have expenses as it pertains to leasing the building, janitorial services (which will be an increase to ensure sanitizing the entire building).
 - Dr. Shaw reminded the board members that the AmeriCorps Grant comes with restriction and it is about planning year.

➤ COVID-19 School Opening Plan

- The State of MS gave schools a guidance on considering with reopening the school.
- The Leadership Support Team & Dr. Shaw had a meeting and agreed that Legacy should still come together traditionally for school.

- There will be dialing screenings protocols, limit student movement, class with be face-to-face on Mondays, Tuesdays, Thursdays, & Fridays. Wednesdays will be hybrid.
- EVERYONE will be required to wear mask & classrooms will have hand sanitization stations, and an isolation room. Just in case the classrooms aren't big enough for the scholars to be 6ft apart, plexiglass shields will go around the students' desks.
- Wednesdays will be the days for deep sanitizing in the classrooms and the entire building.
- In case there is another outbreak within the community, Legacy will be prepared to go virtually 100%.
- Due to Legacy being a charter school, changes can be made to the academic calendar.
 - The teachers 1st day of reporting will be July 20, 2020 for Professional Development.
 - The students 1st day of school will be August 3, 2020.
- Legacy Leadership Support Team will host a Zoom parent meeting on Thursday, June 25, 2020 at 6pm where important topics such as uniforms, transportation, and COVID-19 will be discussed.
- There will be solid COVID-19 plan because Legacy is hoping to give the parents a sense of calm.
 - The school nurse will keep an eye on the cases a day and other important breakdown numbers and facts.
- Emily posed a question of has there been any discussion about returning after Thanksgiving Break.
 - Dr. Shaw explained that right now Legacy's school calendar has 182 days and to keep in mind that being a charter school gives us the right to change the calendar.
- Emily asked will there be a way that the school can test everyone for COVID-19.
 - Jacquelyn informed everyone that there is no way that everyone can or should be tested. Everyone has to remember that it is a virus and it's best that one wait for the symptoms. Most importantly, there are not enough tests nor a vaccine.
- Dr. Shaw also explained to the board members that the state defines an outbreak as having 3 or more cases at a time. The temperature to watch out for is 100.04 and we cannot predict it but there will be a solid communication plan in place to make parents aware in case there is an outbreak.

➤ Board Policies

- There will be a section on the school's website that has the board policies (this is living document).
- The uniform policy will also be added to the website.

➤ Enrollment/ Employment Updates

- Legacy has reached their 120 completed registered students goal.
- There are 2 finalists for the Dean of Operations & Students position, which the Leadership Support Team interviewed them yesterday. A decision will be made sometime next week.
- Dr. Shaw stressed the importance that by Legacy being a starter up organization, there will be trial and error and some employees who started with the school may have to be transitioned out due to not producing the work in a timely and fashion manner.

➤ Facilities

- Legacy may have to apply for a facility loan through Hope Credit Union.
 - Some CSP loans will not pay for the painting and cable.
 - Tamala & McKinley will work together on the application.

➤ Good Of the Order

- There were no questions/clarification
- The Board voted on Jacquelyn to be a member and chair of the Finance Committee
- There was a discussion about including 2 more local individuals to join the board.
 - Dr. Shaw will follow up with these individuals.

➤ Adjourn

The meeting was adjourned at 8:02pm.

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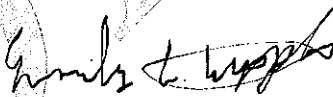
Karneilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President

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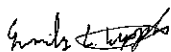
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Payment Events

Status

Timestamps



Minutes of the Board of Directors of MS Delta Academies
Zoom Call
Monday, July 20, 2020
7pm

Board Chair, Emily called the meeting to order at 7:08pm.

Board members present on call: Attorney McKinley "Mack" Martin, Dr. Sonja Alexander, Ms. Emily Cupples, Dr. Jacquelyn Brownlow, Dr. Tamala Boyd Shaw, & Rev. Steve Fortenberry

Leadership Team Members Present: Dr. Tamala Boyd Shaw & Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved by Mack with a second by Sonja. The motion carried.

April Meeting Minutes

The May meeting minutes were approved with a motion by Mack and a second by Sonja. The motion carried.

Board President's Report

- With the school year is approaching, the President would like for the board members to think about the different ways to support Tamala and the Leadership Support Team.

Committee Reports

Academic – No Report
Governance – No Report
Financial – No Report

Executive Director's Report

- Employment Updates
 - Today was the first day to report to work for the founding teachers.
- Budget
 - As of June 30, 2020, a breakdown of the proposed budget for FY20-21, which starts July 1, 2020 and ends June 30, 2021 was presented by financial consultant, Rene Fumich, and Dr. Shaw.
 - The finance committee will come together and discuss the budget and finances in more details meeting on August 11th and then quarterly.
 - Dr. Alexander asked if the Title I funds had been allocated. To answer her question, Dr. Shaw shared her screen to display MCAPS and explained it to the board members. Dr. Shaw reminded the board members that MCAPS is a public facing document and one can search any organization.
 - Legacy has budgeted the transportation services; the state does give some reimbursement. However, we have not contracted with a transportation

company due to the fact that no one will give Legacy COVID-19 concession plan. There have been other conversations with other bus companies, and we may still go with the company we have been in constant communication with, EccoRide.

- Board Chair Emily inquired about funds Legacy is using operating on. Dr. Shaw informed her and the board members that Legacy is operating off of CSP (Charter School Program) funds at the moment, a grant which has restrictions on spending per the three years of the funding.
- Legacy has completed a lease hold improvement loan application with Hope Credit Union and is waiting to hear the status.
 - Mack thinks that Legacy should go forth with the loan and made a motion to do so followed by a second from Jacquelyn. The motion carried.
- As for the SBA loan, if it turns into a grant, Legacy should go forth. Steve made the motion followed by a second from Jacquelyn. The motion carried.

➤ Succession Plan

- The board will approve of a succession plan in case Dr. Shaw can no longer be the Executive Director.
 - Dr. Shaw will start the process and will look into the plan and get it to the board.
 - This plan is required for the Hope Credit Union loan application.

➤ COVID-19 School Opening

- Dr. Shaw shared the plan with the board. The teachers also got a chance to review it and give their feedback.
- There are a number of reasons that Legacy will be starting August 3, 2020: (1) staggered entry; (2) unlock funding; (3) vendors are slowly completing renovations projects; (4) Chromebooks are on backorder until August 17, 2020.
- Dr. Alexander asked about the home learning packets in terms of the structure, parent & teacher communication, and etc.
 - Dr. Shaw will add the teachers' email address to the school webpage as well as the leadership support team.
 - Dr. Shaw will also add that no transportation will be provided for the month of August.
 - Dr. Shaw express the importance of ensuring that parents have different options and meeting the students where they are.
- The board approved the school opening plan.

➤ Upcoming Meetings

- The finance committee will meet August 11, 2020 at 6pm. The committee plans on meeting quarterly unless additional meetings are needed.

➤ Good Of the Order

- There were no questions/clarifications; the next board meeting will be Tuesday, August 25, 2020.

The meeting was adjourned at 8:24pm.

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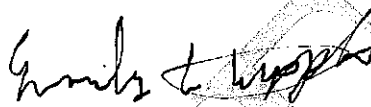
Karameilla McGee, Legacy Office/Finance Manager
Director

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive

Minutes Reviewed and Approved by:



Emily Cupples, Board President

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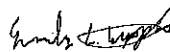
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Payment Events

Status

Timestamps

**Minutes of the Board of Directors of MS Delta Academies
Zoom Conference Call
Tuesday, August 25, 2020**

Emily called the meeting to order at 6:00pm.

Board members present on call: Attorney McKinley Martin, Dr. Sonja Alexander, Ms. Emily Cupples, Dr. Jacquelyn Brownlow & Dr. Tamala Boyd Shaw

Board members absent: Rev. Steve Fortenberry

Leadership Team Members Present: Dr. Tamala Boyd Shaw & Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved with a motion by Mack and seconded by Sonja.

April Meeting Minutes

The July meeting minutes were approved with a motion by Mack and a second by Sonja. All approved anonymously.

Board President's Report

- The MCSAB has been difficult and unprofessional with the interactions of the staff and board members. They are creating false policies and are not being cooperative. There is a board meeting on September 14, 2020 and the board members plan to make time to attend.
 - Dr. Shaw would like to discuss some things in the meeting such as ethics committee and withholding of funds that were told would be allocated during the application cycle.

Committee Reports

Academic – No Report

Governance – No Report

Finance – Reviewed the budget and did review of proposed audit agencies; agreed to use an audit company from California for auditing services due to their expertise and experience with charter schools. The finance committee will meet every 3 months on the second Tuesday of every month at 7pm.

Executive Director's Report

- COVID-19 Launch To Learn Plan
 - Due to Leflore County being #1 with the highest COVID-19 cases in the state of MS, the leadership team and ED made a final decision that Leflore Legacy Academy will be 100% September-December.
 - This decision was made after all data was reviewed from a survey from parents: 64%-Virtual; 47%--Hybrid; 71%-Does Not Need Transportation; 40%-Do Need Transportation
 - Phase 2 of the Launch To Learning (Sept.-Dec.) include the following:
 - (1) 7:25am-7:45am: Books & Breakfast on their own
 - (2) Students meet virtually with their teachers four days per week: Monday, Tuesday, Wednesday, & Thursday from 7:45am-3:55pm (Each scholar will have his/her own schedule to follow based on cohort assignments.

(3). Flex Fridays are reserved for independent study 8am-12pm & PD for teachers 1pm-4pm.

(4) Attendance will be taken via an online platform daily as scholars log in to their classes. Email absences to info@leflorellegacyacademy.org.

(5) Uniforms are not required; scholars should dress appropriately. Scholars who ARE in their uniform shirt (purple Legacy polo) each of the four days of virtual learning will have their name included in a weekly drawing for a prize!

- Mack moved that the Launch To Learning Plan be 100% virtual. Jacquelyn seconded it to approve the Launch To Learning Plan. The 100% Virtual Plan was passed anonymously.

➤ Employment & Enrollment Update

- All teachers have been hired except that 1 Gifted Teacher.
- We have 125 fully enrolled scholars.

➤ Facilities

- Legacy has been approved for a certificate of occupancy and will be getting the certificate of occupancy tomorrow.
- The facility is up to code.

➤ MCSAB

- If Legacy doesn't not get their Gifted Teacher Allocation like the MCSAB promised in writing, legal action will be taken. We do have the money in the budget to cover that payroll expense in the event the outcome is not in our favor.
- If MCSAB does not approve of the reimbursement from Corwin Professional Learning for the PD, Legacy will not get reimbursed. That invoice, though, has been paid.

➤ 2020-2021 Operational Budget Follow Up

- The Financial Consultant has been uploading documents to the system for auditing purposes. About 90% has been uploaded and pending. MDA is in the process of creating 2 policies: (1) Investment Policy; (2) Fixed Asset Capitalized Policy
- All of Legacy's three funding streams have been approved: (1) CARES; (2) ESSER; (3) IDEA
- Legacy is still waiting on the status of the loan application with Hope & SBA.

➤ Grants/Partnerships

- Legacy did not get approved for the Red Backpack Grant but will apply again.
- EdLoC Grant was granted to us to partner with Project Impact MS for student trauma during this global pandemic. The grant amount is \$5,000.
- MSU Extension Services is partnering with us. When we send food boxes home every Friday, they will provide a health calendar with recipes to our scholars. They are planning on doing virtual cooking classes with our scholars.

➤ Good of the Order

- There was no discussion.

The meeting was adjourned at 7:50pm.

Minutes Recorded and Reported by:



Karameilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President

**Minutes of the Board of Directors of MS Delta Academies
Conference Call
Tuesday, September 17, 2019**

Tamala called the meeting to order at 2:05pm.

Board members present on call: Mrs. Emily Cupples, Mr. Steve Fortenberry, Dr. Kathie Golden, Ms. Sylvia Gray, Attorney McKinley Martin

Board members absent: Keith Thompson

Leadership Team Members Present: Dr. Tamala Boyd Shaw

The first order of business post approval was to move from a founding board to a governing board per page 35 of our charter school application. Tamala shared the scale of work to be expected as a governing board and asked board members if they'd like to continue on with the governing board. Kathie and Sylvia decided to roll over to the Community Advisory Board while Emily, Steve, and Mack (McKinley) agreed to remain on with the governing board. In an email communication dated September 17, 2019, Keith notified of his desire to not be on the governing board but willingness to serve on the Community Advisory Board.

The governing board then approved the following policies:

Enrollment Policy – Motion: Steve; Second: Mack

Discipline Policy – Motion: Emily; Second: Steve

Board Responsibilities, Board Bylaws, Code of Ethics, Conflict of Interest Policies – Motion: Mack; Second: Steve

The remaining governing board members self-nominated and accepted approved governing board positions: Emily – President; Mack – Vice President; Steve – Secretary & Treasurer. As new board members come on, someone would need to take one of the double roles Steve has right now. A Parliamentarian would also be helpful to have.

Additional governing board suggestions were made by Tamala. She shared the resume and background of Dr. Sonja Alexander; the board will vote on her before the next meeting. Tamala also recommended Mrs. Tonja Stokes Green who's resume would be forthcoming. Board members were encouraged to seek additional board members as our number must reach 5 per our charter school application.

Board members agreed to table the assignment of board committees in the interest of time. Committees that will be established include Governance, Finance and Academic Achievement.

The board unanimously agreed to elect Dr. Tamala Boyd Shaw as Executive Director at a salary of \$120K.

Tamala gave an update on progress since approval. The charter contract has not yet been received but is anticipated within the next week. Application for the Charter School Program grant has not been received and no word on when to expect that. A possible facility has been located (305 George Street). It would only work for one year because of the size but has potential for adding another floor either on top or next to it per the city inspector. The facility currently is listed at 85K, but the realty company

48 thinks the seller would welcome "any" offer considering the condition of the building, which needs at
49 minimum a new roof. Other facilities are being sought so that there are viable options.
50

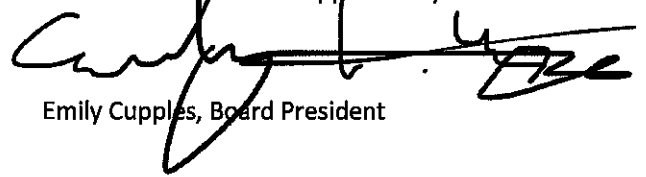
51 The next meeting was scheduled for Saturday, October 19th at 9am in Greenwood, MS.
52
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54 Minutes Recorded and Reported by:
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57 Dr. Tamala Boyd Shaw, Executive Director
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Minutes Reviewed and Approved by:



Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Zoom Call
Tuesday, September 22, 2020

Emily called the meeting to order at 6:08pm.

Board members present on call: Attorney McKinley Martin, Dr. Sonja Alexander, Ms. Emily Cupples,
Rev. Steve Fortenberry, Dr. Jacquelyn Brownlow

Board members absent: None

Leadership Team Members Present: Dr. Tamala Boyd Shaw & Ms. Karmeilla McGee

Approval of Agenda

The agenda was approved with a motion by Steve & a second by McKinley.

August Meeting Minutes

The August meeting minutes were approved with a motion by Sonja and a second McKinley.

Board President's Report

- The board president attended the walk through with Tamala and MCSAB and Leflore Legacy Academy passed.

Committee Reports

Academic – No Report

Governance – No Report

Financial – No Report

Executive Director's Report

- School Year Calendar Updates
 - Dr. Tamala Boyd Shaw presented the revised version of the school year calendar and 180 days is still the requirement for the state although waivers are given to certain school districts that were required to have a late school start thus making their school year 170 days (only 10 days allowed). The biggest adjustment is for October 12-16 for Fall Break in addition to eliminating data days to account for a still 180 days.
 - Saturday School is already on the calendar for the October 24 (Cohort Green) & November 14 (Cohort Purple).
 - The teachers will be teaching Saturday School, where they will work 4.5 hours for a \$25 per hour stipend. The Dean of Operations & Students will create a student schedule.
 - The third adjustment for the school calendar is the Interim Assessment.
 - Sonja made a suggestion on gathering some instructional support in terms of the Interim Assessment.
 - Dr. Shaw will send Sonja via email a copy of the overall summary of the results from the diagnostic results.
 - McKinley moved that the school calendar be approved. Steve seconded it.
 - The school calendar has been approved.


- Enrollment/Employment Updates
 - There are two new employees (ACT Teacher & Administrative Assistant) who have come on board.
- Facilities
 - The facility is looking good.
- Staff Luncheon
 - Legacy will have a staff luncheon on the 4th Thursday of every month.
 - The board members and community members are invited to come.
- MCSAB
 - Dr. Shaw will send the board members the schedule for the monthly meetings.
 - The school attorney sent the letter to MCSAB regarding the status of the outcome about the ethics committee.
- 2020-2021 Operational Budget Follow Up
 - The application for Hope Credit Union was approved.
 - Dr. Shaw hasn't signed anything until it gets approved by the board and payments would start immediately. Tamala doesn't know if it's a deadline to make a final decision and see if she can make that into a line of credit (Charity would have to go to the board about that).
 - McKinley suggested that Dr. Shaw wait on Hope Credit Union and wait for SBA and Emily agreed.
- Grants/Partnerships
 - Red Backpacks- A grant that is 5K-10K to fill the backpacks. Legacy has applied again
 - EdLoc-Legacy deposited a check today
 - MSU Extension Services-Legacy is partnering with them. There were eight scholars to participate in the Food for Fun Fridays.
 - Trustmark Bank-Hugh Warren wants to do a financial literacy class with our scholars so we are getting things in place for that.
 - AmeriCorps- Received the pre-award letter and that is the other employee who is coming onboard, Program Manager.
- Committee Report
 - Academic – No Report
 - Governance – No Report
 - Financial – No Report
- Good Of The Order
 - There were no questions/clarification

- The agenda topics, date and time for the next meeting, which will be October 27, 2020 at 6pm via Zoom were discussed.

➤ Adjourn

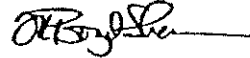
The meeting was adjourned at 7:08pm.

Minutes Recorded and Reported by:



Karmeilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:

Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Saturday, October 19, 2019
Greenwood-Leflore Public Library

Tamala called the meeting to order at 9:05am

Board members present: Mrs. Emily Cupples, Mr. Steve Fortenberry, Mr. McKinley "Mack" Martin, Dr. Sonja Alexander

Board members absent: N/A

Executive Director Present: Dr. Tamala Boyd Shaw

Guests/Public Present: None

The agenda was received and accepted by common consent. The minutes from the September 12, 2019 meeting were approved – Motion: Steve; Seconded – Mack.

A reminder was shared for us to follow proper meeting order as a practice since we will have to ensure our board meetings comply with the MS Open Meetings Act.

Board President's Report – Emily Cupples

None. Comment to commit to periodic work sessions with ED Tamala.

Executive Director's Report – Tamala Boyd Shaw

- ✓ The Charter School Contract has been submitted to the MS Charter School Authorizer Board; we are awaiting their signature and final approval of it. Board President Emily will sign our copy in the following week.
- ✓ Organization's Attorney – Mack is looking into two attorneys put before him by ED Tamala to make a recommendation to the board at the next meeting.
- ✓ Facilities is the major focus right now. A tour has been planned to see all location possibilities with specific emphasis on First Baptist Church, which is the most ideal location at this point.
 - ***As an action item, we need to develop a facilities committee; Steve will spearhead the committee.***
- ✓ CSP Grant application is in progress and is due by October 31, 2019 3pm CST.
- ✓ We are in the process of applying for the Boulder Fund, a grant opportunity through ED Tamala's membership in the organization EdLoC (Education Leaders of Color)
- ✓ We are seeking other philanthropic support and ask board members to share any insights into additional funding opportunities
- ✓ Marketing of the school via social media is a slow go; however, our FB page is up and running with over 200 likes/followers.
 - Board President will work with ED Tamala to get both updated.
 - We are considering contracting with someone to help us ensure our social media is meeting our goals.
 - A Leflore Legacy Academy Launch Party is tentatively planned for Saturday, December 7th at 6pm at the Old City Hall building here in Greenwood.
- ✓ Board Member Recommendations

- 48 o Chief Administrative Officer for the City of Greenwood, Mrs. Cynthia Staniel, has
49 expressed interest in serving as a board member. ED Tamala will send the information
50 to her for her review and will in turn share her credentials with the board if she is
51 interested in being presented to the board for a vote
52 ✓ Establishing Committees was tabled until the next meeting
53 ✓ Good of the Order – Steve made a recommendation to put all org/school related files for board
54 members and meetings into a Dropbox or Google Drive. The team agreed on a Google Drive,
55 and ED Tamala will set that up prior to the next meeting.
56

57 The next meeting was scheduled for Tuesday, November 12th at 2pm via conference call.
58

59 The meeting was adjourned at 11:59am.
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62 Minutes Recorded and Reported by:
63

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65 Dr. Tamala Boyd Shaw, Executive Director
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Minutes Reviewed and Approved by:



Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Zoom Call (note: Meeting Recorded)
Tuesday, October 27, 2020

Emily called the meeting to order at 6:08pm.

Board members present on call: Attorney McKinley Martin, Dr. Sonja Alexander, Ms. Emily Cupples, **Rev. Steve Fortenberry**

Board members absent: Dr. Jacquelyn Brownlow

Leadership Team Members Present: Dr. Tamala Boyd Shaw; Ms. Karmella McGee

Approval of Agenda

The agenda was approved with a motion by Steve & a second by Mack.

September Meeting Minutes

The September meeting minutes were approved with a motion by Sonja and a second Mack.

Board President's Report

- No Report

Committee Reports

- Academic – No Report
- Governance – No Report
- Financial – No Report

Executive Director's Report

- Attorney Updates – Attorney Vallrie Dorsey
 - Ethics Commission Meeting summarized with finding of recommendation for our org to operate in way that would not involved services directly related to a board member. All board members were encouraged to immediately completed the ethics document and the web link was shared by Tamala. Attorney Dorsey had no further recommendations.
 - Attorney Dorsey summarized the gifted teacher allocation situation basically giving our org an option to further pursue or to accept the allocation that was given based on 7 gifted students. Attorney Dorsey noted proving the guidance given in the financial document from MCSAB had been done previously is what was needed and that would mean seeing the charter school allocation from another school, which should be obtaining public records.
 - Mack moved to obtain public records request for Gifted Teacher Allocations, Sonja seconded the move.
 - Move was passed.
- School Year Calendar Updates

- Cancellation of Saturday School on October 24, 2020 due to three positive COVID cases among the staff. Saturday School for Cohort Purple will still happen November 14th. Cohort Green is rescheduled for December 5, 2020.
- Enrollment/Employment Updates
 - New employee (AmeriCorps Program Manager) has come on board, Ms. Iris Saffold.
- Facilities
 - Moving into year 2, we are looking at the space accommodations we could have and looking to make a proposal to First Baptist Church.
 - Steve moved to pursue leasing the building with First Baptist. Sonja seconded the move. The motion passed.
- 2020-2021 Operational Budget Follow Up
 - SBA loan received.
 - 21st Century Grant was received.
- Grants/Partnerships
 - Approval for School Summer Feeding Program
- Committee Report
 - Academic – No Report
 - Financial – No Report
 - Governance – McKinley presented Board on Track program
- Good Of The Order
 - There were no questions/clarification
 - The agenda topics, date and time for the next meeting, which will be November 24, 2020 at 6pm via Zoom were discussed.
- Adjourn

The meeting was adjourned at 7:38 p.m.

Minutes Recorded and Reported by:

Karmella McGee

Karmeilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:

Dr. Tamala Boyd Shaw

Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:

Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies ~ Leflore Legacy Academy
Tuesday, November 12, 2019
Conference Call

Board Chair Emily Cupples called the meeting to order at 2:05pm

Board members present: Mrs. Emily Cupples, Mr. Steve Fortenberry, Mr. McKinley "Mack" Martin, Dr. Sonja Alexander, Dr. Tamala Boyd Shaw (Ex-Officio Member and Executive Director)

Board members absent: N/A

Guests/Public Present: None

The agenda was received and accepted by with a motion by Mack and second by Steve and unanimous approval. The minutes from the October 19, 2019 meeting were approved – Motion: Steve; Seconded – Mack.

Board President's Report – Emily Cupples

Working on projects with Tamala:

- Charter contract signed
- CSP application signed
- Social media consultant meeting went well; this will be an asset
- Conference Call with Hope Credit Union to discuss facilities funding

Executive Director's Report – Tamala Boyd Shaw


- ✓ Organization's Attorney – We have two candidates that have been recommended; they are Attorney/Judge Littleton and Attorney Vallrie Dorsey. Mack gave a detailed overview of them both based on Tamala's introduction of them.
 - **Action item: Mack will attempt to have a conversation with them both and Steve will speak with attorneys in his network to get feedback and suggestion. The board will then vote on a selection, which should occur before the next board meeting via email.**
- ✓ Financial Institutions – Tamala and Steve met with two financial institutions (Planters Bank and Bank of Commerce) in Greenwood, both of who would potential be our school's bank. After detail and discussion, a recommendation was made.
 - **Action item: Steve moved (and Mack seconded) that we select Bank of Commerce as our school's financial institution. The motion carried.**
 - As an immediate follow up, Steve and Tamala will meet with Tim Staniel again to move forward with setting up the account. The goal is to have the meeting on Tuesday, November 19th.
- ✓ Facilities continues to be the major focus right now. First Baptist Church remains our first choice although we are in conversations with Church of God (who wants to sell their facility) and the Old Big Star (owned by Allen Wood, Jr.). Steve also visited another potential site that proved to not be enough space. We want to have continuous options on the table.
 - **Action item: We have let Pastor Montgomery know that we want to bring all parties to the table to discuss space and lease costs. The meeting is scheduled for Tuesday, November 19th at 11am.**
- ✓ Marketing of the school is picking up and will especially do so with the consultation of Mr. Darrell Robinson, owner of Darrell Robinson Media. He will update our Facebook and develop other social media platforms: Twitter, Instagram and LinkedIn.

- Emily will work with Tamala on Friday, November 22nd to get the website update and open to the public.
- We have been invited by the up and coming Greenwood Community Center to advertise for the school at their 1st Annual Turkey Trot on Saturday, November 16th.
- We have submitted a request to participate in the Greenwood Christmas Parade on December 6th with a float showcasing potential students "Reading Around the Christmas Tree."
- The Leflore Legacy Academy Launch Party is scheduled for Saturday, December 7th at 5pm at the Old City Hall building. Tamala has secured a list of all Chamber of Commerce members and will send a flyer to each of those persons/companies inviting them out. All board members are encouraged to attend and network with community members.
- Emily created leflorellegacyacademy.org email addresses for ED and all board members; she will send out login information to board members by the end of the week. All board members, except Mack, prefer to move to using this email address once it's set up. We will transition them to the new email address starting December 1st.
- ✓ Board Member Recommendations
 - Chief Administrative Officer for the City of Greenwood, Mrs. Cynthia Staniel, has expressed interest in serving as a board member. Tamala sent her all of the information to review; she connected with Tamala Tuesday the 12th to say there may be a conflict with her job, but she is trying to work it out. We are hoping to hear something before the Thanksgiving holiday break.
 - Board members are encouraged to continue recruiting board members. We need someone with philanthropic experience and expertise.
- ✓ Establishing Committees
 - Governance: Mack (chair), Emily, Sonja
 - Finance: Steve (chair), Mack, Emily
 - Academic – Sonja (chair), Emily, Steve
 - Our current financial consultant, Rene Fumich, will support the Finance committee
- ✓ Good of the Order/New Business
 - As a follow up from the last meeting, Tamala announced that org/school docs have been uploaded to a google drive and the link shared with the board via email. This will be the repository for all org/school related important documents for easy access.
 - Tamala will, for now, continue to develop and provide the agenda and meeting minutes.
 - Considering finances, a discussion ensued that resulted in the following:
 - Each board member will make a donation to the opening account (amount of choice) once the school's account is set up.
 - **Action Item: Mack moved (Sonja seconded) that we amend our bylaws to reflect the authority granted to Tamala to be the only signatory on checks \$5,000 or less; checks over \$5,000 would require the signature of both Tamala and Board Treasurer Steve. The motion passed.**

The next meeting is scheduled for Tuesday, December 10th at 2pm via conference call.

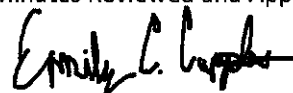
The meeting was adjourned at 3:40pm.

Minutes Recorded and Reported by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Zoom video call (Note: meeting recorded)
Tuesday, November 24, 2020

The meeting was called to order by Mr. McKinley Martin at 6:13pm CST with a quorum in attendance.

Board members in attendance: Attorney McKinley Martin, Dr. Sonja Alexander, Rev. Steve Fortenberry

Board members absent: Ms. Emily Cupples, Dr. Jacquelyn Brownlow

Leadership team members in attendance: Dr. Tamala Boyd Shaw

Approval of Agenda

Dr. Alexander made a motion to approve the agenda for the meeting at 6:14pm CST on Nov. 24, 2020. The motion was seconded by Rev. Fortenberry. The motion carried unanimously with none opposed.

Approval of Prior Meeting's Minutes

The members reviewed onscreen the minutes from the October 27, 2020 board meeting. Mr. Martin noted the Committee Reports section appears on the agenda twice and requested it appear only once toward the end of minutes, to accurately reflect the time during the meeting in which the committee reports are made. Dr. Shaw make the correction immediately. Rev. Fortenberry made a motion to approve the corrected minutes. Dr. Alexander seconded the motion. No questions were posed. The motion carried unanimously with none opposed.

Board President's Report

No report; the Board President was absent.

Executive Session

No executive session was held this meeting.

Executive Director's Report

Ethics Commission

- Discussion: Dr. Shaw reminded the board that Attorney Dorsey of the MS Charter Authorizer Board has asked that all board members of all school districts statewide complete a document about conflict of interest. A document link was provided to all members by Dr. Shaw.
- Action Steps: All board members will complete the document.

Gifted Teacher

- Discussion: Dr. Shaw gave an update on communications with Attorney Dorsey of the MSCAB and the Director of Gifted Education at the MS Dept. of Education about funding for a Gifted Teacher. The board discussed at the last meeting moving forward with an investigation of how charter schools were funded in the past for Gifted Teachers through allocations. Dr. Shaw reported the school has been allocated \$22,000 for a .5 FTE Gifted Teacher for this year based on 7 gifted students. The same amount will be received next school year based on the current gifted student count. Dr. Alexander noted that funding projections work in a similar way in Georgia, but with a reconciliation during the year. Dr. Shaw noted this same process with a "true

up” also happens in Tennessee, but not in Mississippi; Mississippi counts students only once per year for funding purposes.

- Action Steps: Dr. Shaw will follow up with Attorney Dorsey about her findings. Dr. Alexander will convene the Academic Committee at a future date to find a way to best way to utilize the .5 FTE allocation for gifted education this year and next.

Calendar Updates

Dr. Shaw reported they had a great Saturday School 8:30am-12:30pm on Nov. 14. Of the 60 scholars scheduled to attend, 32 were present. Students participated in tutoring that included rotating to different classes as a way to both boost academic performance and help students transition to in-person learning. The next Saturday School session will be Dec. 5th.

Employment Updates

Dr. Shaw reported most of the team is solid and committed to the hard work needed to succeed as a start-up school. Dr. Shaw asks all candidates during the interview process about their willingness to work extended hours and will continue to look particularly to hire employees with the flexibility and commitment needed at this phase of the start-up process.

Community Engagement

As part of community outreach efforts, Dr. Shaw has joined the board of The Museum of the MS Delta and has been nominated to be a board member of Greenwood Leflore Chamber of Commerce. The school is also engaging with the Rotary Club and hosting community luncheons monthly. The Mayor of Greenwood attended the most recent event.

Executive Director Contract

- Discussion: Dr. Shaw noted she does not have a signed contract for her role as Executive Director.
- Action Steps: Mr. Martin said he will start work on developing a contract. Dr. Shaw has a template she will send to Mr. Martin to facilitate the process.

Executive Director Evaluation

- Discussion: Dr. Shaw noted a measurement tool and performance goals will be needed. She has begun developing 360 performance tools and feedback surveys for herself and the leadership team members. Dr. Alexander said 360 evaluations are a good idea and incorporating one would be valuable. Mr. Martin noted BoardonTrack offers an evaluation tool for the ED and incorporates questions for the leadership team about the ED. Dr. Alexander suggested including a separate survey for the teachers to provide their feedback. She made the point that creating a system independently would be time intensive and making use of what is already available through BoardonTrack makes sense.
- Action Steps: Research the evaluation tools available through BoardonTrack.

Facilities

- Discussion: Dr. Shaw shared she’s been in communication with First Baptist about renewing the lease for next year, and Architect Emily has visited the space to make measurements and recommendations. There is a sizable discrepancy (approx. 3,000 sq ft) in the square footage

measurements taken by the church and those taken by the architect, which results in a significant difference in price: the school has proposed \$96,000 per year and the church has counter-offered \$106,000 per year in rent. Mr. Martin noted the need to resolve the discrepancy in sq. ft. measurements before the board can make an informed decision.

- **Action Steps:** Architect Emily has both a copy of the church's map and her own findings and has been asked to compare the two to identify the possible reasons for the discrepancy in square footage measurements. Board members will also review the documents, which were shared during the meeting.

Financial Overview

Dr. Shaw reported the \$86,000 SBA loan has been approved and partially earmarked for back pay to employees who are due salary payments. The profit and loss statement for Oct. 30 vs. Sept. 30 shows janitorial savings, delays in receiving CSP grant reimbursements, and outstanding funds due from the state. In the fundraising pipeline are grant applications to GEER, Charter School Growth Fund, and the Community Foundation of Northwest Mississippi.

Committee Reports

Governance: BoardonTrack proposal

- **Discussion:** Proposal onscreen for review. Cost \$5,000 per year for three years. Mr. Martin recommends inviting BoardonTrack to make a presentation about their proposed services. CSP grant includes funds for board training and could be put toward this expense. Dr. Alexander said she doesn't need further presentations; from her experience and knowledge of the system and their services she recommends accepting their proposal and implementing their services as soon as possible.
- **Action steps:** Dr. Alexander made a motion to move forward the BoardonTrack proposal at \$5,000 per year for three years. Steve seconded. All in favor: unanimous. None opposed. Mr. Martin will follow up with BoardonTrack and follow up with Emily for her signature on the contract. Dr. Alexander requested one-on-one meetings for each board member with the BoardonTrack representative to guide them through the system, and Mr. Martin will follow up on this request.

Good of the Order

Next meeting scheduled for Tuesday, Dec. 22 at 6pm CST to discuss the ED contract and the lease contract. Meeting adjourned at 7:10pm CST by Mr. Martin.

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:

McKinley, Board Vice President

Minutes of the Board of Directors of MS Delta Academies ~ Leflore Legacy Academy
Tuesday, December 10, 2019
Conference Call

Board Chair Emily Cupples called the meeting to order at 2:04pm

Board members present: Mrs. Emily Cupples, Mr. Steve Fortenberry, Mr. McKinley "Mack" Martin, Dr. Sonja Alexander, Dr. Tamala Boyd Shaw (Ex-Officio Member and Executive Director)

Board members absent: N/A

Guests/Public Present: None

The agenda was received and accepted by with a motion by Steve and second by Mack and unanimous approval. The minutes from the November 12, 2019, meeting were approved – Motion: Mack; Seconded – Steve.

Board President's Report – Emily Cupples

No major topics/information just comments about:

- Planning work session with ED Tamala on a regular basis
- Got board members' emails set up, so everyone should start using them
- Make sure everyone can access the Google drive where documents will be placed

Executive Director's Report – Tamala Boyd Shaw

- ✓ Organization's Attorney – Waiting to receive letter of engagement from Attorney Vallrie Dorsey, the attorney whom Mack recommends we work with after a conversation with her.
- ✓ Financial Institutions – Tamala and Steve met on November 19th and opened the school's bank account (checking) at Bank of Commerce. Tamala deposited \$500 in the account.
- ✓ Facilities – The board engaged in thoughtful conversation about the proposal submitted to and received from First Baptist Church. We decided to submit the proposal back with acceptance of it with amendments as follows:
 - 50% of the yearly elevator maintenance contract and 50% of the monthly utility bill
 - Steve made the motion and Emily seconded.
- ✓ Funding – Tamala will upload a copy of the completed CSP Grant to the Google drive; it was approved at the December 9th board meeting of the MS Charter School Authorizer Board
 - Keep in mind the CSP grant is a reimbursable based grant with allowable and unallowable costs broken down by year of implementation (planning v. operation)
 - We are still in conversation with Hope Credit Union about any funding possibilities though it's not looking good.
 - After a motion from Mack and a second from Sonja, the board voted to retro pay ED Tamala from September 1 though December 8th (day before CSP grant kicked in) when funds are flowing.
- ✓ Marketing – We are constantly committed to participating in community events and gain visibility
 - Social media accounts are activate; please make sure to follow them (and "like" them); share with your network. Our goal is to get the number of likes/followers to 1,000.
 - MS First is sponsoring two billboards for us that will be placed soon around the city; they are also sponsoring the mail out of personalized info cards to the homes of 5th grade students encouraging them to enroll in Leflore Legacy Academy.

- 49 ○ Steve asked for a synopsis of our application, platform, and the WHY so that informative
50 conversations could be held with community members.
- 51 ✓ Board Member Recommendations
- 52 ○ There was still no decision from Cynthia Staniel; the last communication noted a
53 conflict with her job that she was trying to work out.
- 54 ○ Board member Sonja discussed the recommendation of Professor/Author John
55 Almarode; the board agreed he seemed like a viable candidate but wanted to review his
56 resume before voting. Sonja will secure it and connect with Tamala to share with the
57 board.
- 58 ✓ Committee Updates
- 59 ○ Committees have been formed but have not yet begun to meet and will start doing so in
60 January.
- 61 ✓ Good of the Order/New Business
- 62 ○ Sonja suggested ED Tamala keep a log of some sort noting the kinds of work related
63 functions she handles on a day to day basis as a way of showing what an awesome ED
64 our organization has; she noted this could even be the board meeting minutes from the
65 ED report or something more creative – just a way of documenting leadership.
- 66 ○ Tamala will, for now, continue to develop and provide the agenda and meeting minutes.

67

68 The next meeting is scheduled for Tuesday, January 14th at 2pm via conference call. The March meeting
69 will be in person Saturday, March 7th from 9am-1pm.

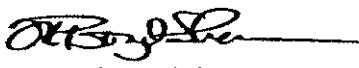
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71 The meeting was adjourned at 3:30pm.

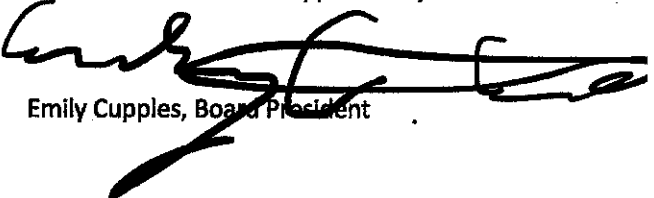
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73 Minutes Recorded and Reported by:

74

75 
76 Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:


Emily Cupples, Board President

Minutes of the Board of Directors of MS Delta Academies
Zoom video call (meeting recorded)
Tuesday, December 15, 2020

The meeting was called to order by Board Chair Emily Cupples at 5:50pm CST with a quorum in attendance.

Board members in attendance: Ms. Emily Cupples (Chair), Attorney McKinley Martin, Dr. Sonja Alexander, Rev. Steve Fortenberry

Board members absent: Dr. Jacquelyn Brownlow

Leadership team members in attendance: Dr. Tamala Boyd Shaw

Others in attendance: Rene Fumich, financial consultant

Approval of Agenda

Dr. Alexander made a motion to approve the agenda for the meeting at 5:52pm CST. The motion was seconded by Mr. Martin. The motion carried unanimously with none opposed.

Approval of Prior Minutes

The members reviewed onscreen the minutes from the November 24, 2020 board meeting. Mr. Martin noted that his name was shortened to just "McKinley" rather than reflecting his full name on the signature page. With this correction, Mr. Martin made a motion to approve the minutes. Dr. Alexander seconded the motion. No questions were posed. The motion carried unanimously.

Board President's Report

Ms. Cupples yielded her time in lieu of making a report.

Executive Session

The committee members yielded their time in lieu of conducting a session.

Executive Director's Report

MSCAB report: The MS Charter Authorizer Board recently voted to require charter schools to use the MDE accounting model and guide. The new requirements were reviewed by Rene Fumich, who advised that Leflore Legacy is already in alignment in most areas. When the next fiscal year begins, the school will adopt the MDE model. Ms. Fumich reported she is highlighting areas of change and interest in the MDE guide so the board and leadership team will have a better understanding of the differences.

Annual performance goal: Dr. Shaw met with MSCAB to set annual ELA and Math proficiency goals. The goals are 15% proficient in Math and 23% in ELA, based on performance data from the previous school districts of Leflore Legacy students. The school will aim higher while using these targets as a minimum.

Discussion: Dr. Alexander requested a January Academic Committee meeting to include the school curriculum director and ANET coach so everyone understands how these targets were set and how future targets will be set. Meeting was scheduled for Jan. 6.

Launch to Learning Phase 3: The board previously received and reviewed the Launch to Learning Phase 3 plan for resumption of in-person learning in January. Students will return in either a hybrid (in-person Mon-Thur, virtual Fri) model or continue 100% virtual learning based on parental choice. Dr. Shaw

reported the parent survey results: 119 responded, 4 did not, 69 want in-person learning, and 50 want to continue virtually. Of the teachers surveyed, 1 teacher was unsure and 7 teachers are in favor of a return in-person learning. Local COVID case numbers will be monitored and the plan adjusted accordingly. In the event of an outbreak (3+ confirmed cases), the school will revert to 100% virtual.

Two options are under consideration. Virtual students will either A) Attend classes while teachers instruct both in-person and virtual students at the same time, or B) All virtual students will have class together with a block schedule of two cohorts, Green and Purple, and teachers would teach only in-person or virtual in any given class period.

Discussion: Rev. Fortenberry spoke about his experience with educating youth in person during the pandemic. Dr. Shaw reviewed the plan to have a nurse, isolation space, and preventative measures. Dr. Alexander asked how to handle the teacher who is unsure about returning to in-person learning and made recommendations. Mr. Martin offered criteria for decision-making: 1) Are parents on board? 2) Are staff on board? and 3) Is it in line with the community?

Vote: Rev. Fortenberry made a motion to adopt the Launch to Learning Phase 3 Plan as presented. Dr. Alexander seconded the motion. Unanimous vote in favor.

Facilities Lease: Dr. Shaw shared a floorplan to explain the lease options, either to 1) Lease the entire third floor or 2) Lease a portion of the third floor. Both will require revisions to the current budget.

Discussion: Dr. Alexander asked for further discussion and consideration of long-term facility plans. Mr. Martin asked to see a revised version of the budget that reflects the increase in lease expenses. The board will revisit the lease options after the budget revisions have been made.

Financial overview: The local ad valorem funds will be received in January. Dr. Shaw reported the school was approved for a GEER Fund grant specific to COVID mitigation, which is earmarked for additional custodial staff, additional nursing hours, and other COVID-related expenses. The school also applied to the Community Foundation of Northwest MS for a \$12K grant to help offset the cost of furniture purchased to facilitate social distancing.

Committee Reports

Governance: The committee met last week and discussed the Launch to Learning plan and the Executive Director's contract. A contract draft was forwarded to the attorney for review. Next steps: Await attorney's feedback and discuss at the next Governance Committee meeting. Mr. Martin reported that Board on Track contacted him with an even better offer and he will follow up.

Academic & Financial Committees: No report made.

Good of the Order

Next meeting: 6pm Jan. 26th.

Meeting adjourned at 6:59pm CST by Ms. Cupples.

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:

Ms. Emily Cupples, Board President

