

**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 1<sup>st</sup> 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 1<sup>st</sup> 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 1<sup>st</sup> day of reporting will be July 20, 2020 for Professional Development.
  - The students 1<sup>st</sup> 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.

Minutes Recorded and Reported by:



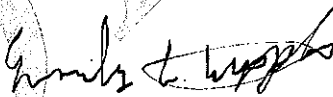
Karneilla McGee, Legacy Office/Finance Manager

Minutes Reviewed and Draft Approved by:



Dr. Tamala Boyd Shaw, Executive Director

Minutes Reviewed and Approved by:



Emily Cupples, Board President