

**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:

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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