

# Legacy Schools Board of Directors

## Minutes

### Meeting of the Legacy Prep Schools Board of Directors

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**Date and Time**

Tuesday November 9, 2021 at 4:30 PM

**Location**

The Legacy Prep Board of Directors meeting will be remote until further notice.

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**Directors Present**

Darlene Wilson (remote), Orazio Mancarella (remote), Ruqayyah Abdullah (remote)

**Directors Absent**

*None*

**Guests Present**

Carol Hollis (remote), Willie Davis (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

Ruqayyah Abdullah called a meeting of the board of directors of Legacy Schools Board of Directors to order on Tuesday Nov 9, 2021 at 4:35 AM.

Ms Abdullah asked for 2 items be added to the agenda. The requested additions were the Foster Care Policy and Drug/Alcohol and Harassment Policy. Mr. Mancarella motioned that the items be added to the agenda, the motion was seconded by Ms. Wilson and passed unanimously.

Ms. Abdullah said the they were several items on the agenda that could be treated/voted on as a consent agenda, meaning that several related items could be voted on with one vote. She asked for a motion to allow certain agenda items to be voted on as consent items. Ms. Wilson made the motion to allow certain items to be declared consent agenda, Mr. Mancarella seconded the motion and it passed by unanimous vote.

**C. September 8, 2021 Called Board Meeting for the 1st Budget Hearig**

Orazio Mancarella made a motion to approve the minutes from Called Board Meeting for the 1st Budget Hearing on 09-08-21.

Darlene Wilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**D. September 13, 2021 Minutes**

Orazio Mancarella made a motion to approve the minutes from Board Meeting and 2nd Budget Hearing on 09-13-21.

Darlene Wilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**E. September 22, 2021 Minutes**

Orazio Mancarella made a motion to approve the minutes from Called Board Meeting of Legacy Prep Board of Directors on 09-22-21.

Darlene Wilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**F. October 12, 2021 Minutes**

Orazio Mancarella made a motion to approve the minutes from Meeting of the Legacy Prep School Board of Directors on 10-12-21.

Darlene Wilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Compliance Monitoring/School Update**

**A. Compliance Monitoring/School Update**

Ms. Abdullah recommended that the following items be voted on as consent items:

The school calendar update for ACAP dates

Legacy Prep Time and Effort

The Legacy Prep Homeless Education Plan with Assessment and Dispute

Legacy Prep Enrollment Policy

The Foster Care Policy

The update to the Parent's Handbook to include the Drug Policy and the Harassment Policy

Ms. Abdullah asked if there were any items that needed to be removed and they were none.

Darlene Wilson made a motion to Approve the consent agenda.

Orazio Mancarella seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **B. Dashboard**

Mrs. Mia Toole updated the Board on Year 3 priorities. The average scholar attendance rate was 92.61%. Our scholar retention rate was 100% for the month of October, 2021. Total enrollment at this time is 358 scholars. Average staff attendance rate was 93.26% and we also retained 93% of our staff with 3 resignations in the month of October..

Ms. Buckelew reported to the Board on ACAP data results including reading proficiency/literacy and math. She also compared our student assessment data to Birmingham City Schools.

## **C. SIR (School Incident Report)**

Mia Toole reviewed the 2020-2021 School Incident Report. There were 6 incidents last year at Tier 3 or above and resulted in an out of school suspension. This information will be a document available to the public and is part of our State Compliance Monitoring.

## **III. Finance**

### **A. Finance**

Orazio Mancarella made a motion to Approve the contract for Stepping Stones.

Darlene Wilson seconded the motion.

The Stepping Stones is a contract agreement to help us meet areas of High Needs such as ELL and Behavioral Academic Aide that will assist our scholars in the self contained unit and and an Occupational Therapist.

The cost would be funded by the High Needs Grant.

Each Alabama public school is required to adopt and publish a salary schedule. Mr. Davis and Mrs. Toole have worked together to develop a salary schedule by looking at the state's minimum requirements and Birmingham Public Schools salary schedule.

Mr. Mancarella motioned to adopt the salary schedule, Ms. Wilson seconded the motion, and it was passed by unanimous vote.

The board **VOTED** unanimously to approve the motion.

### **B. eGap Authorization Approval**

The eGap Authorization is needed to formally designate Mr. Willie Davis as Interim Superintendent/Head of Schools, so that he can have access to some of the systems and documents needed to conduct school business for Legacy Prep.

Orazio Mancarella made a motion to formally designate Mr. Willie Davis as Interim Superintendent/Head of Schools.

Darlene Wilson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **C.**

### **Audit Engagement Letter**

Darlene Wilson made a motion to accept the Audit Engagement Letter with Rebecca Barr.

Orazio Mancarella seconded the motion.

Ms. Abdullah said that LP is required to do an audit each year. The engagement letter is from the same company who performed the audit last year. Mr. Davis did research other companies and all came in at a rate that was \$2,000 + higher than the current auditing firm, which is Rebecca Barr. Rebecca Barr charges an audit rate of \$7600. This would be paid out of the general fund.

Ms. Wilson said that we should be aware of using the same company year after year, another set of eyes can be good. Ms. Abdullah agreed and said we would reach out to other accounting firms in the future.

Ms. Abdulla applauded the LP leadership team for leaning in and making numerous sacrifices and not losing sight of our why and serving our scholars.

The board **VOTED** unanimously to approve the motion.

## **IV. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:14 PM.

Respectfully Submitted,  
Carol Hollis

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### **Documents used during the meeting**

*None*