

Legacy Schools Board of Directors

Minutes

Board Meeting

Date and Time

Tuesday March 8, 2022 at 4:30 PM

Location

via Zoom

Directors Present

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

Directors Absent

None

Directors who arrived after the meeting opened

Earlisha Williams

Guests Present

Carol Hollis (remote), Willie Davis (remote)

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 Mar 8, 2022 at 4:33 PM.

C. Approve Agenda

Darlene Wilson made a motion to approve the agenda.

Orazio Mancarella seconded the motion.

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

D.

Approve Minutes

Darlene Wilson made a motion to approve the minutes from Legacy Prep Board of Directors Meeting on 02-08-22.

Orazio Mancarella seconded the motion.

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

II. CEO School Updates

A. CEO Update

Mr. Davis said the financial reports are not available due to a problem with the accounting software. He is working with the company to get the issue corrected.

He said COVID testing is continuing to be done weekly at Legacy Prep. The past week's testing came by with 0% positive results. However, we did have one scholar who was at home with COVID. Mr. Davis said he did receive a memo from the State inquiring about our mask policy and he replied with our board policy on staff/scholar masking.

B. Scholar Recruitment/Retention

Dr. Brandi Tucker, School Leader, updated the Board on scholar retention and recruitment. Year to date retention is at 96%. On count day we had 359 scholars enrolled and as of March 8, 2022, we have 346. 5 scholars withdrew in February, 2 will attend virtual school online and 3 scholars reported withdrawing due to another school being a better fit or a closer commute.

The Scholar Intent to Return forms went out last week. 110 responses have been received. 103 of those are returning, 6 are unsure and 1 will not return. The 6 that are unsure have asked that someone reach out to them to talk about plans for next year. Dr. Tucker said that a member of the school leadership team will reach out to them. Dr. Tucker said March 18 is the deadline for the return of these forms.

Dr. Tucker shared scholar recruitment numbers as of March 7, 2022: 114 applications including 59 for Kindergarten, 9 for Grade 1, 12 for Grade 2, 15 for Grade 3, 7 for Grade 4, and 11 for Grade 5. Last year at this time we had 72 Kindergarten applications, 21 for Grade 1, 10 for Grade 2, 14 for Grade 3, and 4 for Grade 4. We are a little behind last year's numbers.

C. ADA/ADM

Dr. Tucker reported that the average daily attendance is 88% and 90% is our Year 3 goal. She spoke with Mrs. Gresham regarding scholars who are habitually late or absent. Each of these families are contacted through the Panther Express, email/letters, individual

phone calls, and parent conferences to no avail. Dr. Tucker stated that in the past we have not notified local authorities of these truanancies and that may be part of the problem.

D. Staff Recruitment/Retention

Dr. Tucker said Staff Intent to Return forms have been sent out. 20 out of 40 employees have returned their surveys with 80% planning to return, 10% planning not to return, and 10% undecided. The deadline to turn in form is March 25.

Ms. Ashley Buckelew spoke to the Board regarding teacher recruitment. She said they have 7 potential candidates who were interviewed at the UA recruitment event, from the Tuskegee University virtual fair, they have 1 potential candidate. They have registered for UAB, USA and Alabama A & M. At this time they have a total of 10 potential guide candidates.

E. Academic Update

Ms. Buckelew updated the Board on ACAP growth, goals, and preparing for the ACAP test. Grades 2-4 will begin testing on Monday, April 4th.
Earlisha Williams arrived at 4:45 PM.

III. Finance

A. 3 Oaks Group

Orazio Mancarella made a motion to approve the payment arrangement of \$5,000/monthly to Three Oaks until paid in full.

Darlene Wilson seconded the motion.

Ms. Abdullah said that they have negotiated with the Three Oaks Company for a concession on the invoice which is 6 months past due. They have agreed to allow us to make monthly payments of \$5,000 with no payments/no interest until it is paid in full. She said that we are still getting invoices for purchases that the Board was not aware of and did not approve.

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

IV. Governance/Operations

A. Head of School

Ms. Abdullah shared the timeline for the Head of School search. The Board will begin the interview process April 18-22. Ms. Earlisha Williams will lead this process. The application deadline is March 22. AASB will do the initial screening and will have the top 3-5 candidates by March 28 and they will deliver that info to the Board by April 7. The Board will then have a discussion in a public forum which is required by law.

So far they are 10 applicants for the Head of School position.

B.

Facility-Real Estate

Ms. Abdullah presented a Memorandum of Understanding from Level Field. She explained the need for additional space for scholars including classrooms, break out rooms, and the addition of 4 new kindergarten classes. Even with the addition of the portables, she said the school is out of space. The Charter School Growth Fund has earmarked money for us to use with Level Field to help with a site search and project feasibility study for our next forever home or our next second site.

Oraxio Mancarella made the motion to enter into the Memorandum of Understanding from Level Fields.

Darlene Wilson seconded the motion.

The Board VOTED unanimously to approve the motion.

Darlene Wilson made a motion to approve the Memorandum of Understanding with Level Field.

Orazio Mancarella seconded the motion.

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The document provided to the Board outlined the services provided.

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

Orazio Mancarella made a motion to go into executive session based on Alabama Code 36-25A-786 at 5:07 p.m.

Darlene Wilson seconded the motion.

Ms. Abdullah asked for motion for the Board to go into Executive Session to discussion negotiation terms.

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

Ms. Abdullah noted that Ms. Darlene Wilson will recuse herself from facility discussions as she may have a potential conflict of interest related to some of the organizations that may be found in the Board's discoveries.

V. 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 5:28 PM.

Respectfully Submitted,
Carol Hollis