

APPROVED

# Legacy Schools Board of Directors

## Minutes

### Legacy Prep Board of Directors meeting

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#### **Date and Time**

Tuesday June 14, 2022 at 4:30 PM

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#### **Directors Present**

Earlisha Williams, Orazio Mancarella, Ruqayyah Abdullah

#### **Directors Absent**

Darlene Wilson

#### **Guests Present**

Carol Hollis, Willie Davis

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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 Jun 14, 2022 at 5:02 PM.

#### **C. Approve Agenda**

Earlisha Williams made a motion to approve the agenda.

Orazio Mancarella seconded the motion.

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

### **II. Consent Agenda**

#### **A. April 19th 2022 Meeting Minutes**

Orazio Mancarella made a motion to approve the minutes from SPECIAL CALL on 04-19-22.

Earlisha Williams seconded the motion.

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

**B. April 20th, 2022**

Orazio Mancarella made a motion to approve the minutes from SPECIAL CALL on 04-20-22.

Earlisha Williams seconded the motion.

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

**C. April 25th, 2022**

Orazio Mancarella made a motion to approve the minutes from SPECIAL CALL on 04-25-22.

Earlisha Williams seconded the motion.

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

**D. May 13th 2022**

Orazio Mancarella made a motion to approve the minutes from Special Call Meeting on 05-13-22.

Earlisha Williams seconded the motion.

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

**E. March Financials**

Orazio Mancarella made a motion to approve the financials based on bank reconciliations for the month ending March 31 2022.

Earlisha Williams seconded the motion.

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

**III. School Update**

**A. Interim CEO Report**

Mr. Davis reported the following:

- State Auditors have completed their examination of Legacy Prep records
- LP enrollment is 338 with a goal of 440 scholars. Registration continues Monday through Thursday until the goal is reached.
- He recommended an increase in the amount that LP matches staff IRA contributions from 3% to 6%
- He also recommended that LP begin using NexGen software. It is the software that most state public school systems use. It will allow us to provide state required reports that we are currently unable to provide with PowerSchool software.
- Effective July 1, 2022, the rate for mileage reimbursement changes from \$.58/mile to \$.62/mile.

## **IV. Finance Updates**

### **A. Amended Budget**

Earlisha Williams made a motion to approve the amended budget.

Orazio Mancarella seconded the motion.

Mr. Davis explained that as additional funds come in from grants and money for increased enrollment the budget has to be amended to reflect this.

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

### **B. New Hires/Renewals**

Mr. Davis, CSFO/Interim Superintendent shared information on new hires and renewals for 2022-2023. He said that the state gave a mandated raise to certified staff beginning Oct 1 based on the State Department's minimum salary schedule. The new salary schedule gives educators with 10 years or more get a 1% increase for each year of experience. Mr. Davis

Mr. Davis also shared changes such as combining the Director of Operations/Technology Director positions. Human Resources/Purchasing now fall under the Finance Department.

12 month employees contracts are renewed July 1.

Orazio Mancarella made a motion to approve the personnel report.

Earlisha Williams seconded the motion.

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

### **C. Increase IRA**

Mr. Davis recommended that the Board consider changing the amount that LP matches staff IRA contributions from 3% to 6%.

### **D. 2022 Legislature Pay Increase**

Orazio Mancarella made a motion to defer the approval of a new salary schedule to reflect the state mandated salary schedule for 2022-23.

Earlisha Williams seconded the motion.

Mr. Davis gave information on the state mandated teacher pay raise.

Charter schools are exempt from state mandated raises. However, LP current salary schedule is higher than the state minimum salary schedule.

Mr. Davis will share the cost of the raise at the next board meeting.

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

**E. Summer School**

Orazio Mancarella made a motion to approve the contract with the Boys and Girls Club, not to exceed \$31,549.

Earlisha Williams seconded the motion.

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

**F. LINQ Update**

**G. Amplify**

Orazio Mancarella made a motion to approve payment of the Amplify invoice for Science material. \$22,000 will come from the State textbook fund and Foundation.

Earlisha Williams seconded the motion.

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

**V. Governance/Executive Committee Update**

**A. New Board of Directors**

Earlisha Williams made a motion to approve 2 new board members, Ms. LaTasha Nix and Ms. Adrienne McElroy.

Orazio Mancarella seconded the motion.

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

**B. Strategic Planning and Retreat**

Orazio Mancarella made a motion to Clarice Consulting to facilitate LP Board Strategic Planning and Retreat Sessions. A grant will pay for the contract cost.

Earlisha Williams seconded the motion.

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

**C. Benefits Proposal**

Ruqayyah Abdullah made a motion to enter in to negotiations with Trinet services.

Earlisha Williams seconded the motion.

Mr. Mancarella presented the Board with details of the services that Trinet would provide for Legacy Prep Schools. They included:

- Payroll/Time and Attendance
- Employee Assistance
- COBRA
- 401k
- A certified HR person
- Employee Call Center

- Implementation is free and will take 4-6 weeks

Trinet offers the services at a cost of \$41,000. Other companies gave quotes for similar services. ADP - \$97,000 and Sparity - \$64,000

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

## **VI. 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 5:55 PM.

Respectfully Submitted,  
Carol Hollis