

APPROVED

# Legacy Schools Board of Directors

## Minutes

### Legacy Prep Board of Directors meeting

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#### **Date and Time**

Tuesday December 13, 2022 at 4:30 PM

#### **Location**

1500 Daniel Payne Drive  
Birmingham, AL 35214

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#### **Directors Present**

Earlisha Williams, LaTasha Nix, Orazio Mancarella, Ruqayyah Abdullah

#### **Directors Absent**

Adrienne Brooks

#### **Directors who arrived after the meeting opened**

Earlisha Williams

#### **Guests Present**

Ashley Buckelew, Carol Hollis, Chris Campos, Danielle Tinker, Danielle Tinker, Labrinica Harris, Reneta Johnson, 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 Dec 13, 2022 at 4:37 PM.

#### **C. Approval of Minutes**

LaTasha Nix made a motion to approve the minutes from Legacy Prep Board of Directors Meeting on 11-08-22.

Orazio Mancarella seconded the motion.

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

## II. School Update

### A. Dashboard

Dr. Johnson gave a detailed update on the state of the schools. She thanked the LP Village for a successful book fair which raised \$3,000 for the school.

Mr. Chris Campos, Director of Operations reported to the Board on software with the ability to provide updated school information including testing, attendance, and grades. He said LP is now using a temporary license.  
Earlisha Williams arrived at 4:42 PM.

### B. Recruiting - Scholar and Staff (2023 - 2024)

Dr. Johnson reported to the board on staff and scholar retention. She said that the application portal would soon be open for new student access. Beginning in January, returning students will be able to re-enroll. The lottery will be April 4 and enrollment begins on April 5. Enrollment will end on May 15.

### C. Academic Report Card

Dr. Johnson gave a detailed report from the Alabama State Department of Education Report Card grades for Legacy Prep Schools. The LP District score is a D and Legacy Prep Charter School is a C.

## III. Governance Committee

### A. Giving Tuesday

Giving Tuesday has reached 75% of the goal. Ms. Williams asked that we do one more push out/reminder about Giving Tuesday.

### B. 2022 - 2023 Governance Goals

Ms. Abdullah shared governance goals for the 2022-2023 year. One goal is to increase the number of board members from 5 to 10 members. Potential board members with backgrounds in real estate, marketing, law, architecture, finance/accounting, and capital campaigns would be an asset. The Board is hopeful that this goal can be reached by July, 2023.

Orazio Mancarella made a motion to to increase the number of board members from 5 to 10 members.

LaTasha Nix seconded the motion.

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

### C. Board Treasurer

Ruqayyah Abdullah made a motion to nominate Orazio Mancarella as Board Treasurer. Earlisha Williams seconded the motion.

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

LaTasha Nix made a motion to nominate Earlisha Williams as Board Vice-President.

Orazio Mancarella seconded the motion.

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

#### **D. By-Laws Update**

Ruqayyah Abdullah made a motion to approve the recommendations made to update the bylaws.

Orazio Mancarella seconded the motion.

Bylaw update recommendations included:

- the addition of the offices of Chairman Elect/President Elect
- the addition of the office of Immediate Past President (with no voting rights) and will serve as Mentor to newly elected President and serve on the Foundation Committee.

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

### **IV. Academic Excellence Committee**

#### **A. 2022 - 2023 Academic Goals**

Ruqayyah Abdullah made a motion to approve the goals submitted by the Academic Excellence Committee.

Orazio Mancarella seconded the motion.

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

### **V. Finance/Development Committee**

#### **A. 2022 - 2023 Financial and Development Goals**

Earlisha Williams made a motion to approve the financial goals submitted by the Finance Committee.

LaTasha Nix seconded the motion.

The Financial and Development goals included:

- pay off debt to 3 Oaks
- pay down Regions Bank loan
- have a 60 day financial operating reserve
- a debt ratio of less than 1
- finalize 10 year development projection

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

#### **B. Finance Updates**

Orazio Mancarella made a motion to approve the financial statements based on bank reconciliations for the month ending October 31, 2022.

Earlisha Williams seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. iReady**

Orazio Mancarella made a motion to to renew the subscription for the use of the iReady software program that provides individualized scholar learning.  
LaTasha Nix seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**D. Board on Track Renewal**

LaTasha Nix made a motion to approve negotiations with Board on Track for use of the software, up to an amount not to exceed \$8,000.  
Orazio Mancarella seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. Sam's Club Membership**

Sam's Club membership was tabled.

**F. LOC Sweep**

Mr. Mancarella reported that Regions Bank is offering a sweep option where we can set an amount to leave in our checking account and sweep any excess over to pay off the line of credit. That will happen each night, creating a daily manual entry for our finance team. The Board agreed that it would not be a good option for us right now.

**G. Updated Lease**

Earlisha Williams made a motion to to approve the increase in lease amount for the use of 2 additional classroom spaces.  
Orazio Mancarella seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**H. School Review - Ongoing Support 2022 -2023**

Orazio Mancarella made a motion to to approve the payment to C.L. Harris and Associates for the school review in the amount of \$5,862.61.  
LaTasha Nix seconded the motion.  
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 6:25 PM.

Respectfully Submitted,  
Carol Hollis