

Legacy Schools Board of Directors

Minutes

Legacy Prep Board of Directors meeting

Date and Time

Tuesday January 10, 2023 at 4:30 PM

Location

Legacy Prep
1500 Daniel Payne Drive
Birmingham, AL 35214

Directors Present

Adrienne Brooks, Earlisha Williams, LaTasha Nix, Orazio Mancarella, Ruqayyah Abdullah

Directors Absent

None

Directors who arrived after the meeting opened

Earlisha Williams

Guests Present

Carol Hollis, Reneta Johnson, Willie Davis

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 Jan 10, 2023 at 4:37 PM.

C. Approval of Minutes

Orazio Mancarella made a motion to approve the minutes with the correction of the bylaws being deferred to another meeting and not put to a vote from the Legacy Prep Board of Directors meeting on 12-13-22.

Adrienne Brooks seconded the motion.

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

II. Consent Agenda

A. Policies

Orazio Mancarella made a motion to to approve all items on the consent agenda items.

Adrienne Brooks seconded the motion.

The approved consent items were:

Policy 3.1 Finance Manual Authorized

Policy 3.2.1 Salaries and Pay Rates

Policy 4.1.1 Prohibition on the Possession of Firearms

Policy 4.2. Complaints and Grievances

Policy 4.3 Political Activity

Policy 5.1 Employee Evaluations

Policy 6.1 Student Fees, Fines, and Charges

Policy 6.3 Student Conduct

Policy 7.1 Curriculum

Policy 7.3.1 Promotion

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

B. Invoices

Orazio Mancarella made a motion to authorize payment of the invoice from Ed Chang in the amount of \$5177.24 for school review services.

Adrienne Brooks seconded the motion.

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

III. School Update

A. Dashboard

Dr. Johnson presented each board member with a plaque in appreciation for their work for Legacy Prep Schools and in recognition of National Board Member Appreciation Month.

Dr. Johnson gave an update on school enrollment and retention. Student enrollment is 391 and ADA is 90.18%. Dr. Johnson shared employee hires and resignations. She also reported that the school is getting ready for Charter Review, School Accreditation, and state compliance soon.

Dr. Johnson reported that recruitment for the 2023-2024 school year for new students has begun. Re-enrollment of returning students will begin February 1. We expect a Kindergarten class of 90 scholars.

As we progress in adding grades, the concept will be Grades K-3 (elementary) and Grades 4-8 (middle school).

B. Personnel Recommendations

Orazio Mancarella made a motion to approve all personnel recommendations as recommended by Dr. Johnson.

Adrienne Brooks seconded the motion.

Recommendations included:

New Hires

- 2nd Grade Guide
- 4th Grade Guide
- ARF Specialist

Resignations

- CNP Director from full time to part time
- addition of a Lead CNP
- Social Worker
- Stipend requests for Lead teacher and CNP Lead

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

C. MAP - Winter Results

Dr. Johnson shared the results of MAP test from winter 2022. She explained that it is a measurement of academic progress and is an adaptive and timed test. The test is administered three times a year.

D. Insight Survey

Dr. Johnson presented the results of the Insight survey, which is contains cultural feedback from staff and LP families. Results were received before winter break.

Administration and staff will review the results and work together on an improvement plan to address concerns shown in the survey results.

IV. Governance Committee

A. Board Member Renewal

Orazio Mancarella made a motion to to approve renewal of board membership for Ruquyyah Abdullah.

Adrienne Brooks seconded the motion.

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

B. Board Member

Orazio Mancarella made a motion to to approve Desiree Taylor Crumb as a board member, effective at the February 14, 2023 board meeting.

Adrienne Brooks seconded the motion.

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

C. Updated Lease

D. Level Field

Orazio Mancarella made a motion to approve the Proposal for Real Estate Development & Financing Services from Level Playing Field.

LaTasha Nix seconded the motion.

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

E. Request to Expand to 6th Grade/Request to Increase Enrollment

Orazio Mancarella made a motion to authorize Dr. Johnson to draft letter to the Alabama Charter Commission requesting the addition of 6th grade to Legacy Prep School and to increase enrollment no higher than stated in the charter.

Adrienne Brooks seconded the motion.

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

F. Policies/Handbooks Review

This item was tabled until the next meeting.

V. Finance/Development Committee

A. Finance Updates

Adrienne Brooks made a motion to approve the financial statements based on bank reconciliations for the month ending November 30, 2022.

Orazio Mancarella seconded the motion.

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

Earlisha Williams arrived at 5:43 PM.

B. Powerschool

Orazio Mancarella made a motion to authorize payment of the PowerSchool invoice pending outcome of negotiations.

LaTasha Nix seconded the motion.

We are not using this software but are under contract until 2024.

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

C. Servis First Invoice

Orazio Mancarella made a motion to to pay the invoice from Servis First in the amount of \$4750 for appraisal services.

Earlisha Williams seconded the motion.

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

LaTasha Nix made a motion to to enter into executive session to discuss real estate at 6:20 pm.

Orazio Mancarella seconded the motion.

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

The Board left executive session at 6:46 pm.

D. Real Estate Negotiation

Orazio Mancarella made a motion to authorize a letter of intent to purchase Central Park Christian School with the modification or elimination of the earnest money clause.

LaTasha Nix seconded the motion.

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

E. Travel Mileage Rate

Orazio Mancarella made a motion to adopt the change in mileage rate to 65.5 cents based on the increase in rate by the State of Alabama, effective January 1, 2023.

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 6:49 PM.

Respectfully Submitted,
Carol Hollis

Documents used during the meeting

None