APPROVED

Legacy Schools Board of Directors

Minutes

Legacy Prep Board of Directors meeting

Date and Time
Tuesday February 14, 2023 at 4:30 PM

Location
Legacy Prep
1500 Daniel Payne Drive
Birmingham, AL 35214

Directors Present
Adrienne Brooks, Desire Crumb, LaTasha Nix, Orazio Mancarella, Ruqayyah Abdullah

Directors Absent
Earlisha Williams

Directors who arrived after the meeting opened
LaTasha Nix

Ex Officio Members Present
Reneta Johnson

Guests Present
Carol Hollis, Danielle Tinker, 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 Feb 14, 2023 at 4:34 PM.

II. Consent Agenda

A. Approval of Minutes

LaTasha Nix made a motion to approve the minutes from Special Called Board Meeting on 02-02-23.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Policies

LaTasha Nix made a motion to adopt the following policies by consent agenda: 3.2.2 Salary Administration 3.2.3 Salary Deductions 3.2.4 Minimum Wage and Overtime 3.2.5 Compensatory Time 3.3 Inventories 3.3.1 Title I Inventory 4.1.2 Prohibition on the Possession of Weapons 4.1.3 Illegal Drugs and Alcohol 4.1.4 Tobacco 4.1.5 Searches 4.1.6 Drug and Alcohol Free Environment 4.4 Security/Access to Schools 6.2.1 Compulsory Attendance and Entrance Age 6.2.2 Admission to Schools 6.2.3 Absences and Excuses 6.5 Equal Educational Opportunities 6.6 Punishment and Restraint 6.7 Students with Disabilities.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Employee Handbook

LaTasha Nix made a motion to adopt the Legacy Staff Handbook under consent agenda.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Student Handbook

LaTasha Nix made a motion to adopt the Student Handbook under consent agenda.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. PACA

LaTasha Nix made a motion to approve the PACA agreement under consent agenda.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

F. Portable Renewal 2022 - 2023

LaTasha Nix made a motion to renewal of the lease for the 4 portable classroom by consent agenda.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

G. Personnel - New Hires/Backfills

LaTasha Nix made a motion to approve the personnel recommendations of new hires/backfills under the consent agenda.
Orazio Mancarella seconded the motion.
The board **VOTED** unanimously to approve the motion.

H. Audit for FY 2021

The final audit was shared with the Board. It will be voted on when presented by the auditors and the next board meeting.

III. Governance Committee

A. Numeracy Act - Presentation by Sheila Holt

Sheila Holt shared important information on the Alabama Numeracy Act including proficiency percentages in Alabama, Best Practices, Assessment, and structures needed for success. She also gave information regarding the duties of a School Math Coach.
LaTasha Nix arrived at 4:54 PM.
Orazio Mancarella made a motion to for the Board to go into Executive Session at 6:41 pm to discuss real estate matters.
Desire Crumb seconded the motion.
The Board ended Executive Session at 6:56 pm and returned to Board meeting.
The board **VOTED** unanimously to approve the motion.

B. Real Estate

Orazio Mancarella made a motion to approve authorization to negotiate with Daniel Payne to purchase the currently leased building at a price not exceeding $3.3 million dollars.
LaTasha Nix seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. School Update

A. Dashboard

Dr. Johnson gave an update on scholar and student retention. Current enrollment is 381 which is a 94% retention rate. Average daily attendance for January, 2023 was 92%, as of February 14, 2023 ADA stands at 94%.

Staff retention rate is 80% from July, 2022. Staff have completed intent to return forms, with only 1 staff member stating they will not return for the 2023-24 school year.

V. Finance/Development Committee

A.

Finance Updates

Orazio Mancarella made a motion to approve the financial statements based on bank reconciliations for the month ending December 31, 2022.
LaTasha Nix seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Afterschool Tutoring

Orazio Mancarella made a motion to approve the After School Tutoring Plan.
Adrienne Brooks seconded the motion.
Dr. Johnson presented the After School Tutoring Plan.
The board **VOTED** unanimously to approve the motion.

C. Recruiting (Marketing)

Orazio Mancarella made a motion to approve the Student and Staff Recruitment Plan and Budget.
LaTasha Nix seconded the motion.
Dr. Johnson shared the marketing plan and budget for student and staff recruitment. The Board asked that the enrollment goal for the 2023-24 school year be set at 510 scholars. Dr. Johnson said they expect to have 25 homerooms for the upcoming year. She shared the recruitment timeline and upcoming events to support recruitment.
Board member, LaTasha Nix said that she would sponsor a gift card that can be used to encourage a Social Media like, share and tag contest.
The board **VOTED** unanimously to approve the motion.

D. Loan/Line of Credit

Orazio Mancarella made a motion to authorize Mr. Willie Davis, CSFO to negotiate moving a portion of the current Line Of Credit to a fixed loan while keeping an open Line of Credit not less than $150,000.
Desire Crumb seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. NEW POSITION - NEW HIRE

Orazio Mancarella made a motion to authorize the hire of a Special Education teacher for four months at an annual salary (prorated for 4 months) not to exceed $57,753. The contract would extend through the end of the school year (2022-2023).
Desire Crumb 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 5:57 PM.

Respectfully Submitted,
Carol Hollis

Documents used during the meeting

None