Liberty Tech Charter School

Minutes

Governance Committee Meeting

Date and Time
Monday September 14, 2026 at 8:30 AM

Committee Members Present
G. Tonnis, N. Flint, S. Hudgins

Committee Members Absent
J. Christy

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

N. Flint called a meeting of the Governance Committee of Liberty Tech Charter School to order on Monday Sep 14, 2026 at 8:32 AM.
N. Flint made a motion to approve the minutes from Governance Committee Meeting on 08-10-26.
G. Tonnis seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Board Recruitment

A. Other Candidates

Ask all board members to find others to talk to about joining.

III. Board Training & Paperwork

A. SCSC Training

Ask all members to let me know their plan. Gina was asked by Alice to attend.

B. Required Paperwork

Looks to be about half way done so will email to ask for getting that completed.

IV. LTCS Policies

A. Updating LTCS Bylaws

Should get a draft Bylaws from 21Cobalt this week.

B. General Policy Updates

- Steph sent a bunch of changes to financial policies. Based on when job descriptions where updated and then matching to make sure they match based on job titles. A couple changes to process such as:
    - paying digitally vs having to pay by check if there isn't a fee
    - paying payroll to have ED review before any payments on benefits are paid to give an extra layer of oversight
- Credit Card individual charge limit - $2,500 cap currenlty. Steph to chat with Veronica to see about changing that limit. Raise to <$10k becuase at that point you would need Board approval anyway. Steph to update and add to the document.
- Ask Robert to review policies to see about changes he suggested when we first adopted the policy manual. NF to email and copy Lloyd/Kristen.
- NF to look at other changes discussed

Goal to have everything reviewed by next month for final review and recommendation to the full board.

V. Other Items

A. FY27 SCSC Monitoring

Nash will send a few follow-up items that are needed.

B. Board Recruitment and Onboarding Process

Did first onboarding last week. So will continue to keep this and update over time.

C. LTCS Replication

Bellwether is ongoing. Working to set up Board interviews with them so they cann continue the process.

D. FY26-27 Key Dates for Board Members

- October 6th AMA
- Gina to look at calendar to identify dates for the Board to do a breakfast and/or lunch. Then check with PTO to make sure there isn't a conflict.

E. Board Webpage Updates

- NF has started on a grid showing the role of board/admin/staff so need to share around for review by staff. Then would be a new page or document on the Board page.
- See what questions get asked at October AMA and use that to build a FAQ page for the Board.
- Steph to check against SCSC checklist for monitoring as she updates the website to make sure we have all the items covered.
-

F. Key Contacts Webpage

was updated. Is an ongoing process each time.

G. FY27 Board Communications

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 9:03 AM.

Respectfully Submitted,
N. Flint