

Board of Directors Meeting Minutes

Meeting Date: 02/28/2023

Location: Hybrid: In-person (1785 Pennsylvania Ave) and Virtual (Zoom).

- A. **TLS Directors Present In Person:** Lennel Hunter, Deanne Henderson, Chardae Rigdon, Aaron Williams
- B. **TLS Directors Present Virtually:** Gerren McHam
- C. **TLS Directors Absent:** Brooke Black
- D. **TLS Staff/Guests Present:** Kimberly Townsend (TLS), Deborah Wright (TLS), Denitria Neil (TLS)

CALL TO ORDER

Once a quorum was met a meeting of the Board of Directors of The Leadership School was duly called on Tuesday, February 28, 2023 at 5:10 pm. Lennel Hunter called the meeting to order.

OPENING ITEMS

- No public comment

ACTION ITEMS

- A. G. McHam made the motion to approve January 31, 2023 meeting minutes. D. Henderson seconded the motion. Motion passed. (5/5).
- B. C. Rigdon made the motion to approve January 31, 2023 financials and G. Mcham seconded the motion. Motion passed (5/5).
- C. Monthly calendar will be resubmitted at a later date for approval.

BOARD BUSINESS

- A. A Board On Track representative gave a presentation of the capabilities and benefits of a software package which will aid in creating board agendas as well as storing documents and other information.
- B. Discussion on days for upcoming board retreat. A poll will be sent out.

BOARD COMMITTEE REPORTS

- A. Development Committee: no update at this time.
- B. Finance + Facilities Committee -
 - a. Budgeted forecast decreased due to manual calculation input error.
 - b. Discussed revisions of the budget for 2023
 - c. Discussed the repairs all the repairs which are needed for building A .

- C. Governance Committee - no update
- D. School Performance Committee - no update

EXECUTIVE DIRECTOR REPORT

- A. Gave an update on the on time submissions percentages.
 - a. All is on track at this time with DESE and MCPSC at this time
- B. Discussed hiring and open positions.

Closing

NEXT STEPS

- A. The Board Chair will email information regarding retreat dates.
- B. Board On Track updates
- C. Approve edits to board manual policy.

ADJOURNMENT

There being no further business to be transacted, and upon motion duly made (L. Hunter), seconded(D. Henderson) and approved, the meeting was adjourned at 8:00pm.

Prepared by:

Deborah Wright

NAME

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Date