



Capital City Lighthouse Charter School

Minutes

CCLCS July 2018 Board Meeting

Date and Time

Thursday July 26, 2018 at 6:00 PM

Location

CapCity Multipurpose Room

Directors Present

C. Caradine, L. Roberts, T. Mosby

Directors Absent

S. Biernacki, T. Shine

Guests Present

Amanda Crowder, Brent Elliott, J. Jackson, L. Sieler, Ranardra Jones, Ryan Cardona, S. Shannon

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Caradine called a meeting of the board of directors of Capital City Lighthouse Charter School to order on Thursday Jul 26, 2018 @ 6:10 PM at CapCity Multipurpose Room.

C. Agenda Adoption

L. Roberts made a motion to adopt the agenda.
T. Mosby seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. APPROVE MINUTES

L. Roberts made a motion to approve minutes from the Board Meeting on 04-24-18.

T. Mosby seconded the motion.

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

II. Academic Excellence

A. Principal Report

The Principal's report was given by Amanda Crowder. Ms. Crowder updated the board on enrollment and stated that we currently had 185 enrolled and are budgeted for 230. Mr. Racy and Mrs. Jones have been out in local neighborhood trying to recruit new scholars. They gave out 10 enrollment packets today and will be going out tomorrow to follow up with those families and to try to recruit more.

Ms. Crowder asked the board to approve the hiring of Joy Murphy (move from Para to 3rd grade), Stephan Bartlett (7/8 English and Social Studies), Aaron Johnson (3rd Grade), and William Kendrick (1/2 time Music). She also asked the board to accept the resignations of Haley Jones, Addison Ivins, Caryan Lipscomb, Karen Matthews, and Lorria Eubanks.

L. Roberts made a motion to approve the new hires and accept the resignations of teachers.

T. Mosby seconded the motion.

The board VOTED unanimously to approve the motion.

Ms. Crowder continued on to go over the ACT Aspire preliminary scores with the board explaining that the expected average growth is 35%-65%. She mentioned that scholars are not coming in to us on grade level in reading. She invited the board to the LHA Rally in Jacksonville on August 3rd, to Open House on August 7th, and to the first day of school on August 9th. Finally, she told the board about the Innovative Schools Conference and the Summit Learning Conference that Leaders and teachers attended over the summer.

B. Executive Director Report

Mrs. Roberts presented the board with the updated Handbooks and Personnel Policies. She addressed the following changes that were made:

1. All scholars will be part of the Smart Core track unless the parents choose to opt-out.
2. Updated safety policies and procedures.
3. Personnel Policies - updated verbiage around communication and social media.

Mrs. Roberts asked the board to review and approve both Handbook and Personnel Policy.

L. Roberts made a motion to approve the Scholar Handbook.

T. Mosby seconded the motion.

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

L. Roberts made a motion to approve the Personnel Handbook.

T. Mosby seconded the motion.

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

Mrs. Roberts went on to tell the board that the Title 1 budgets have been approved and that she is watching applications and enrollment very closely. She told the board that Mrs. Shannon is doing a great job. She also updated the board on a recruitment event the school is having at Burns Park on August 5th. Finally she introduced Ryan Cardona, State Director of Security, to the board.

Mr. Cardona introduced himself and talked about some of the new policies and procedures for safety and security of our scholars and buildings. He told the board that the staff will be having an Active Shooter training on campus on August 3rd.

Mr. Caradine commented to the board about recruitment. He wants to make sure that EVERYONE on the Capital City team make sure parents have to look hard to find a reason to want to leave. We want to be the school of choice, but it will take effort from all levels.

III. Operations

A. Regional Director of Operations

Mrs. Roberts presented the Operations Report, covering all items listed, adding that the corrective action plan for Child Nutrition was accepted and completed.

IV. Finance

A. Financial Report

Brent Elliott presented the financials and told the board that Deron Hamilton will no longer be handling the account, and that Chris Bell is taking it back over. He also said that Mr. Bell is rebranding Complete Consulting to School Business Advisory Services.

T. Mosby made a motion to approve the financial report.

C. Caradine seconded the motion.

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

V. Closing Items

A. Adjourn Meeting

Mrs. Shannon addressed the board and told them that she and her team are energized and excited about the new year.

Mrs. Roberts asked the board to try to go to the Board on Track meeting with LHA and the APSRC training that are both coming up.

Mr. Caradine suggested that they look at recruiting more board members as well.

Next meeting will be August 23rd.

L. Roberts made a motion to adjourn the meeting.

T. Mosby seconded the motion.

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

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,

L. Sieler

The image shows two handwritten signatures in blue ink. The top signature is a cursive signature that appears to be 'L. Sieler'. Below it is a larger, more stylized cursive signature that is difficult to decipher but likely belongs to another board member.