



Capital City Lighthouse Charter School

Minutes

CapCityLCS Board Meeting

Date and Time

Thursday September 27, 2018 at 6:00 PM

Location

CapCity Multipurpose Room

Directors Present

C. Caradine, L. Roberts, T. Shine

Directors Absent

T. Mosby

Guests Present

Amanda Crowder, Brent Elliott, L. Noel, L. Sieler, Linda Sanchez, S. Shannon, T. Brown

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 Sep 27, 2018 @ 6:01 PM at CapCity Multipurpose Room.

Opening prayer led by L. Roberts.

C. Agenda Adoption

T. Shine made a motion to adopt the agenda.

L. Roberts seconded the motion.

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

D. APPROVE MINUTES

L. Roberts made a motion to approve minutes from the CapCityLCS Board Meeting on 08-23-18.
T. Shine seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Principal Report

S. Shannon: Enrollment is down. Mrs. Shannon tries to speak to every family that leaves. Attendance and discipline are good. Mrs. Shannon is recommending T. Watson for hire and asking the board to accept the resignation of T. Hammond. Charter School Office site visit went well last week. NWEA testing has finished and results will be available next month. Scholars were excited about their tests. Interim report cards went home. Scholars in Summit classes are graded differently, but teachers have been communicating with parents about their child's progress and success. Hispanic Heritage celebrated this week and has gone very well. Mrs. Sanchez has been a huge asset as a Spanish speaking employee.

L. Roberts made a motion to accept the resignation of T. Hammond.
T. Brown seconded the motion.
The board voted unanimously to approve the motion.

L. Roberts made a motion to accept the hire of T. Watson.
T. Brown seconded the motion.
The board voted unanimously to approve the motion.

B. Executive Director Report

L. Roberts: Tomorrow is PD day for staff and no school for scholars. The Capital City teachers will have a PD with iStation during this time. Working with leaders on calibration experiences to grow leaders and staff. Had principals meeting with all principals to collaborate with each other and share data and experiences. A group of leaders including A. Crowder, C. Parsons, and L. Roberts visited a school in El Paso, Texas to see design elements in practice.

C. Caradine asked about S. Shannon getting to focus on instruction this year. S. Shannon stated that her new team is strong and allows her to spend more time in the classrooms. L. Roberts stated that they have posted a job opening for a Lead Teacher Coach to assist S. Shannon in the classrooms.

L. Roberts conducted a state regional meeting with regional leaders. The state school report card drafts have come out and we are at an F now. We are reviewing our data to see what we need to do to grow our scholars and how we monitor progress. A. Crowder will discuss this more during the October board meeting when the official scores come out and we can analyze the data.

L. Roberts asked for the board to approve the Minority Recruitment Plan and the Methodology Assurances. We are exempt from the Assurances, but they still need to be reviewed and approved. The Parental Involvement Plan has been submitted to the state. We are working on a Military Surplus application for supplies and furniture. Finally, she is submitting the Highly Qualified Paraprofessionals documentation to the state in October.

T. Brown made a motion to approve the Minority Recruitment Plan.
L. Roberts seconded the motion.
The board voted unanimously to approve the motion.

L. Roberts made a motion to accept the Methodology Assurances.
T. Brown seconded the motion.
The board voted unanimously to approve the motion.
L. Roberts reminded the board about the Board Trainings with APSRC October 16 and November 13th.

III. Operations

A. Regional Director of Operations

L. Noel: Access control doors in modular are in the process are being repaired. Security users have been updated as well as Rave Panic Button users. Bus inspections went well and evacuation drills are next month. Fire and tornado drills for September have been completed. Child Nutrition reporting is completed and submitted to the State. National LHA Board Training is in October.
C. Caradine asked if we could do a Reading on the Run program. We could send a letter home from one of the board members encouraging families to read at home, and provide a reward for those who do. S. Shannon supported the idea and is ready to implement the idea. She mentioned that one of the teachers is doing the Book It program through Pizza Hut with the scholars. C. Caradine asked that S. Shannon draft a letter to get the 3rd, 4th and 5th graders reading program started. T. Shine suggested that we contact local businesses to help us grow our school library. S. Shannon mentioned using the local public library as well. C. Caradine has asked to see a reading plan by next board meeting. The program will run November and December.

IV. Finance

A. Financial Report

B. Elliott: Presented the board with the Closeout for Cycle 9 for 2017-2018 SY and submission of Cycle 1 for 2018-2019.
L. Roberts made a motion to approve the Closeout of Cycle 9 for 2017/2018 SY and the submission of Cycle 1 for 2018/2019 SY.
T. Brown seconded the motion.
The board voted unanimously to approve the motion.

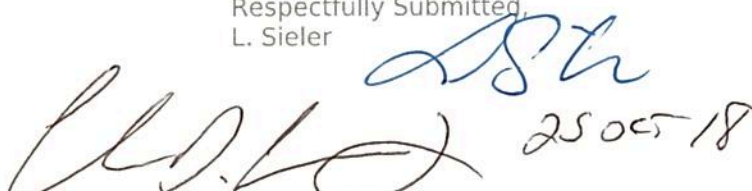
L. Roberts made a motion to approve the Financial Report.
T. Brown seconded the motion.
The board voted unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

C. Caradine asked about any new board members. L. Roberts said they have some we are looking at and still searching for more.
Next meeting is October 25th.
L. Roberts made a motion to adjourn the meeting.
T. Shine 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 6:52 PM.

Respectfully Submitted,
L. Sieler



Handwritten signatures and date: 25 Oct 18