



Capital City Lighthouse Charter School

Minutes

CapCityLCS Board Meeting

Date and Time

Thursday November 29, 2018 at 6:00 PM

Location

CapCity Multipurpose Room

Directors Present

C. Caradine, L. Roberts, T. Shine

Directors Absent

None

Guests Present

Amanda Crowder, Brent Elliott, L. Noel, L. Sieler, S. Shannon, Saliha Quazi, 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 Nov 29, 2018 @ 6:01 PM at CapCity Multipurpose Room.

C. Caradine led the board in prayer to open the meeting.

C. Agenda Adoption

L. Roberts made a motion to adopt the agenda.

T. Shine 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 10-25-18.
T. Shine seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Principal Report

Mrs. Shannon: Enrollment as of today is 219. 4 new families we are hoping to get in soon. Attendance is lower than we want but we are working on getting scholars to school. Mrs. Shannon is working with leadership team to implement plans for better attendance. We are in week 4 of RTI and utilizing Istation to address skill gaps. We will be starting peer observations next week in an effort to help teachers learn better and new strategies from each other. 1st Interim ACT Aspire Data is in and lower than we want to be. We are strategically intervening to help teachers and scholars focus on multiple activities toward increasing all scores. We are in the middle to NWEA testing and are already seeing growth. Scholars are excited to see their scores going up, so we are continuing to push and celebrate these growths as we get ready for Spring testing.

T. Shine asked about what we are doing to be intentional about progressing towards growth.

L. Roberts explained by grade level why the scores are where they are doing to improve them. The biggest push overall is in Reading which will help in all subject areas.

T. Shine asked if scholars have outside resources to assist scholars.

L. Roberts explained that parents can help at home and we will start an after school tutoring program in January.

Mrs. Shannon announced the upcoming Holiday programs and events and the last day of school before Winter Break is December 14th. Reading "Book It" celebration with Board will take place on December 13th.

B. Executive Director Report

Mrs. Roberts: Sent the board an email about attending board training. Annual report has been completed and sent to paper. We have been called into the State in January. They want to discuss the current school letter grade and what we are doing to grow the school. We have been approved for the School Improvement funding for 2019. We are also making sure that everything on website is up-to-date. She discussed the State Child Nutrition Office questioning why our enrollment has dropped and will be responding to them tomorrow. She also suggested that we do not have a December board meeting since there is only 2 more weeks before school is on break.

III. Operations

A. Regional Director of Operations

Mrs. Noel: Working on waxing floors. PM's have been done on HVAC systems. All required safety and security inspections have been completed. Our Security Director and I have been attending safety trainings this month. We are also conducting truancy home visits to help get kids in school. Enrollment is at 219

and we are continuing to recruit. Finalizing SAMS.GOV application for potential funding.

IV. Finance

A. Financial Report

Presented by Saliha Quazi: Went over all reimbursements received and still due to us.

L. Roberts made a motion to accept the financial report.

T. Shine seconded the motion.

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

V. Closing Items

A. Adjourn Meeting

Next meeting is January 24th, 2019.

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 6:37 PM.

Respectfully Submitted,

L. Sieler


