

MINUTES
LIBERTY CHARTER SCHOOL
GOVERNING BOARD
July 16, 2025
7:00 a.m.

I. OPENING OF REGULAR MEETING

- A. Chairman Bryant called the meeting to order at 7:00 a.m.
- B. Roll Call: Board members present were Sheila Bryant, Ted Hernandez and Patti Ward. Clyde Colbert, and Dee Bower were absent. Also, in attendance were administrators Jim Ashton, and Mark Wachsmuth, and Board Clerk Alane McKnight.
- C. Motion was made by Mrs. Ward and seconded by Mr. Hernandez to approve the Governing Board meeting minutes of 2025.06.18. Motion passed 3-0.
- D. Persons wishing to speak on an Agenda Item: No one.

II. BOARD RE-ORGANIZATION

- A. Reappointment of Board Members: Mrs. Bryant asked for a motion to reappoint Dee Bower to Seat D, and Patti Ward to Seat E for a term of three years on the Liberty Charter School Board of Directors. Motion was made by Mr. Hernandez and seconded by Mrs. Ward to reappoint Dee Bower to Seat D, and Patti Ward to Seat E for the term of three years. Motion passed 3-0. The Oath of Office was administered to Mrs. Ward by the clerk of the board.
- B. Appointment of Temporary Chair: Chairman Bryant appointed Mr. Hernandez temporary chair for the purpose of electing the board chairman.
- C. Election of Board Chair: Mr. Hernandez opened the floor to nominations for board chair. Motion was made by Mrs. Ward and seconded by Mrs. Bryant to nominate Sheila Bryant for board chairman. Motion was made by Mrs. Ward and seconded by Mrs. Bryant for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Sheila Bryant board chairman passed 3- 0.
Mr. Colbert relinquished the chair to Mrs. Bryant.
- D. Election of Vice Chair: Mrs. Bryant asked for nominations for vice chairman. Motion was made by Mr. Hernandez and seconded by Mrs. Ward to nominate Clyde Colbert for vice chairman. Motion was made by Mr. Hernandez and seconded by Mrs. Ward, for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Clyde Colbert vice chairman passed 3-0.
- E. Election of Board Sec./Treasurer: Mrs. Bryant asked for a nomination for Sec./Treasurer. Motion was made by Mrs. Ward and seconded by Mr. Hernandez to nominate Dee Bower secretary/treasurer. Motion by Mr. Hernandez was seconded by Mrs. Ward for nominations to cease. The motion for nominations to cease passed 3-0. The motion to elect Dee Bower Secretary/Treasurer passed 3-0.
- F. Appointment of Board Clerk: Motion by Mr. Hernandez was seconded by Mrs. Ward to appoint Alane McKnight clerk of the Liberty Charter School Governing Board. Motion passed 3-0 with all members voting aye.

III. BUSINESS:

- A. Establishing Regular Meeting Date: Mrs. Bryant suggested a regular meeting time of 7:00 am on the third Wednesday of each month. Motion was made by Mrs. Ward and seconded by Mr. Hernandez to hold regular board meetings on the third Wednesday of each month at 7:00 a.m. Motion to hold the regular monthly meetings on the third Wednesday at 7:00 a.m. passed 3-0.
- B. Designation of Public Places for Posting of Public Notices: Motion to approve Liberty Charter School, Victory Charter School, and the school website: libertycharterschool.com as Public Places for Posting Public Notices was made by Mrs. Ward and seconded by Mr. Hernandez. Motion to approve Posting Places passed 3-0.

- C. Authorized signers for Liberty Charter School Financial Accounts: Motion to authorize Clyde Colbert, and Ted Hernandez to act as signers on the three Zions Bank financial accounts ending in 6137, and 6145 was made by Mr. Hernandez and seconded by Mrs. Ward. After discussion, motion passed 3-0.
- D. Authorization of Clerk's Access to Bank Accounts: Motion to authorize Alane McKnight privilege to discuss with bank representatives issues concerning the three bank accounts at Zions Bank, make deposits, prepare checks and transfer money between accounts, request stop payments, prepare ACH employee payroll, use the signature stamp for payroll purposes and access and manage Liberty's online bank accounts was made by Mr. Hernandez, and seconded by Mrs. Ward. Motion passed 3-0.
- E. Bus Routes/Safety Bus Routes: Mrs. Bryant said she would entertain a motion to approve the Bus Routes and Safety Bus Routes submitted by Brown Bus Company to Liberty Charter School for the 2025.2026 school year. Mr. Hernandez seconded motion made by Mrs. Ward to approve the Bus Routes and Safety Bus Routes for the 2025.2026 academic year. Motion passed 3-0.
- F. Mr. Hernandez seconded motion made by Mrs. Ward to approve new policy 8180P Driver Training and Responsibilities. After a complete discussion motion to approve policy 8180P passed 3-0.
- G. Mr. Hernandez seconded motion made by Mrs. Ward to revise policies 3085 Sexual Harassment, Discrimination and Retaliation, 3570F Permission to Use Likeness, 3570F1 Notification of Parents' and Students' Rights, 3570P Maintenance of School Student Records, 8100 Transportation, 8160 Contracting for Transportation Services, 8180 Driver Training and Responsibility. After a complete discussion motion to revise 3085, 3570F, 3570F1, 3570P, 8100, and 8180 passed 3-0.

IV. REPORTS & DISCUSSION

- A. Principals Report: Mr. Ashton and Mr. Wachsmuth expressed appreciation for the Governing Board, and for the Board Clerk

V. CONSENT AGENDA

Mrs. Ward seconded motion made by Mr. Hernandez to accept the consent agenda as printed in the meeting agenda. Motion passed 3-0. Consent Agenda included, NSD 131 Dual enrollment contract.

VI. ADJOURNMENT

Chairman Bryant asked for a motion for adjournment. After a full and complete discussion, upon motion made by Mr. Hernandez and second from Mrs. Ward, the meeting adjourned at 7:22 a.m. with all members voting aye.

The above minutes represent a true and accurate summary of this meeting.

Chairman

Clerk