

# Minutes of the Board Meeting of the Tolbert Charter Academy School Board

**Date: April 18, 2023**

**Time: 7:00 p.m. - Virtual ZOOM Online Meeting**

## **Board members**

**Mark Tolbert, President | Blaine Clark, Treasurer | Linda Edgely, Secretary |  
TuJuania Scott, Board Member | Aldon Jones, Board Member | Troy Nash, Board  
Member |**

### **• Call to Order**

The meeting was called to order at 7:07 p.m. by Bishop Mark Tolbert, Board President. Board members present at the meeting were:

- Bishop Mark Tolbert
- Blaine Clark
- Troy Nash
- TuJuania Scott
- Aldon Jones- in @ 7:12 pm

Absent:

- Linda Edgely- proxy is given to Blaine Clark

Guests:

- Shelia Starks, LATCA Administrative Assistant
- Lisa Wilson, LATCA Receptionist
- Latoya Meeks, LATCA Instructional Coach
- Shaun Bryant, LATCA Instructional Coach

### **• Approval of Minutes of the Previous Meeting**

A motion was made by Troy Nash to accept the March 20, 2023 board meeting minutes. The motion was seconded by Blaine Clark.

Motion carried. Vote 4/0

### **• Approval of Bills**

A motion was made by Blaine Clark to approve the monthly bills for payment. The motion was seconded by Troy Nash.

Motion carried. Vote 4/0

### **• Superintendent's Report- Dr. Mitchell (report emailed)**

- As of today, our building is FULLY staffed for the next school year, with the exception of one position (Bookkeeper). The job has been posted on our school website and on the MOREAP website. We have had 2 applications and will work to arrange interviews.
- Next school year planned instructional staffing
  - K: 2 classes (possibly 3 based on enrollment)

- 1: 2 classes
- 2: 2 classes
- 3: 2 classes
- 4: 2 classes
- 5th & 6th (4 teachers total)
- 1 math
- 1 science
- 1 social studies
- 1 English/language arts
- 7th & 8th (4 teachers total)
- 1 math
- 1 science
- 1 social studies
- 1 English/language arts
- Specials
- 1 PE
- 1 SEL/Health – required
- 1 YES
- 1 Music
- 1 Art
- Special Educations (3 teachers – all certified)
- Charter schools have a requirement that 80% of teaching staff is fully certified. Next year, we will meet that expectation and beyond.
- The state department for nutritional services sent us a list of corrections that we need to make to our annual report. There are 2 corrections that we need to make and we will have those completed this week.

- **Principal's Report (report emailed)**

- Curriculum Update – LATCA teachers completed the April evaluate test and listed the data in a MAP/EOC standardized testing format which depicts Below Basic, Basic, Proficient & Advanced percentages. I want to review the percentages and our growth toward reaching our Strategic Plan Goals concerning academics.
- MAP test preparation
- Teacher hires for next year.
- Academic Assemblies & Celebrations – May 5<sup>th</sup> NJHS – May 8<sup>th</sup> Awards Assembly

- **Items for Discussion/Approval**

- Attendance- National Charter School Conference- Austin, TX

Dr. Mitchell will submit a detailed budget for this trip at the next meeting.

- Board Policies Updates

A motion was made by Blaine Clark to approve the Board Policy updates as presented. The motion was seconded by Aldon Jones.

Motion carried. Vote 4/0

- Virtual/Off Days- NFL Drate- April 27 & 28

A motion was made by Blaine Clark to approve asynchronous learning on April 27 & 28. The motion was seconded by TuJuania Scott.

Motion carried. Vote 4/0

- New Board Member: Derrick Parker

A motion was made by Blaine Clark to accept Derrick Parker as a Lee A. Tolbert BOE Member. The motion was seconded by Aldon Jones.  
Motion carried. Vote 4/0

- **Board Committee Reports**

Student Performance Committee- Dr. Donnie Mitchell - No report  
Board Governance Committee- Dr. Hayes - No report

- **Financial Report- Blaine Clark**

A motion was made by TuJuania Scott to accept and receive that financial report as presented. The motion was seconded by Aldon Jones.  
Motion carried. Vote 4/0

- **Next Meeting Date & Location: May 15, 2023 (7:00 pm) ZoomOnline**

- **Adjournment**

TuJuania Scott made the motion to adjourn open sessions and move into closed session. The motion was seconded by Aldon Jones. Motion carried. Vote 4/0.

- **Closed Session**

Submitted by Ashley Walker, HR Assistant