

## MEETING AGENDA & NOTES

Present	Sherrie Brookie
	Chasity Gonzalez
	Cathy Griffith (remote)
	Andrea Hyman
	Lienne Medford
	Brian Morrison
	Laura Raby
	Corey Shick
	Gina Turcotte (remote)
	Rob Venable
David Wooten	
Absent	Brooke Archenhold
	Brian McKay
	Kyle Snipes
	Stacey Wilson

# MEETING NOTES

The meeting was called to order at 6:04 pm.

### MOTION: APPROVE AGENDA

- Laura Raby made a motion to approve the agenda as presented.
- The motion was seconded by Chasity Gonzalez.
- All were in favor, and the agenda was approved.

### MOTION: APPROVE AUGUST 2024 MEETING MINUTES

- Chasity Gonzalez made a motion to approve the August 2024 board meeting minutes as presented.
- The motion was seconded by Lienne Medford.
- All were in favor, and the minutes were approved.

### REPORTS

- David Wooten, Principal's report
  - Special education student information has been successfully transferring into Powerschool.
  - Personnel from the Charter Institute at Erskine recently visited and provided additional Powerschool training for select Langston staff, which was greatly appreciated.
  - The first round of Measuring Academic Progress (MAP) testing was recently administered.
  - The PSAT is an optional assessment that 8<sup>th</sup> grade students have the option to take. Approximately 135 8<sup>th</sup> grade students will take the test in mid-October 2024.

- The school is working with a new company to have student photographs taken during this school year, and company representatives will be onsite tomorrow, Wednesday, September 11, to take the photographs.
- Prior to the next scheduled Langston Charter Middle School (LCMS) Board meeting, LCMS will begin the lottery process for 2025-2026 school year admissions. An information meeting for families is scheduled for Saturday, October 5. The application will be made available at that time, and will remain accessible through the month of October. Attendance at the October 5 information meeting is not required in order for families to apply. Additional information meetings will be hosted on October 17 and 29 in the evening hours after the school day has ended.
- Board members are required to complete mandatory training provided by the state every 2 years. Mr. Wooten has not received the training dates, but will forward that information to affected board members as soon as he receives it. The training is conducted online, and board members have been prompted to allow 2 hours for the training, although it has historically taken less time than that to complete.
- For the 2024-25 school year, LCMS will be working with the organization/initiative Rise Against Hunger. School-wide community service projects and fundraising activities will benefit the organization. The LCMS Student Council has set a fundraising goal of \$18,000 for the year. In previous years, the school has typically raised between \$12,000 - \$13,000 in funds for other beneficiary organizations.
  - The first Spirit Friday activity raised approximately \$800 for this initiative.
  - A Spirit Week is upcoming in October 2024.
  - When LCMS is offering a Spirit Friday opportunity, information about it is conveyed directly to the students, but is omitted from the Langston Bulletin email that is sent to parents. These measures are intended to teach students to pay attention when such information is shared.
  - LCMS Student Council is organizing Spirit Fridays, but ideas or activities are reviewed and ultimately approved by school administration.
- In response to a question from a board member, Mr. Wooten shared that current school enrollment is 462 students, which is a slightly lower number than the 2023-24 school year.
- David Wooten, Langston Foundation
  - Mr. Wooten shared that Alison Thompson, Director of Development for the Langston Foundation, would be attending every other meeting going forward.
  - So far in the month of September 2024, just over \$40,000 had been brought in from sales of coupon books.
  - Alison Thompson is preparing for the school's 20-year anniversary Barn Bash, which is scheduled for Thursday, October 3. Mrs. Thompson has found sponsors for the staff to attend, but is still seeking additional items for the planned silent auction. The board discussed the silent auction, the method by which it will be administered, and the prospect of identifying cost-effective options for administering it digitally through software or a mobile application.
  - Mr. Wooten acknowledged that faculty computers and some of the Promethean boards used at the school are aging and beginning to exhibit problems. It's possible that LCMS may solicit funds from the LCMS Foundation at a later date to replace some of these technologies. The board discussed the frequency that the Promethean boards are used, and some board members expressed interest in any interim solutions that may allow the school to repurpose technologies on hand or otherwise defer additional expenses to the extent feasible.
- Lienne Medford, Academic Affairs
  - Mrs. Medford noted that a South Carolina Charter School Conference will be held in December 2024, and she will obtain additional information about the opportunity and share more at a later date.

- David Wooten, Governance
  - Mr. Wooten did not have any information to report in Brooke Archenhold's absence, but reminded board members that he would share more information about state-provided mandatory training in the near future.
- David Wooten, Facilities
  - Mr. Wooten delivered a brief report in Kyle Snipes' absence. Mr. Wooten indicated that the school, in consultation with a contractor, is exploring ways to direct water away from certain windows and as well as the possibility of re-sealing certain windows. These measures would be to prevent water intrusion into the building.
  - Results from a recent HVAC usage analysis will be shared with school administration on Friday, September 13.
- Andrea Hyman, Treasurer
  - The LCMS Balance Sheet and Profit & Loss handouts were shared with Board members.
    - Mrs. Hyman noted some areas where expenses appeared to be increased or elevated, such as Mechanical/Plumbing/Repairs, Landscaping, Membership Dues & Fees, and Group Health.
      - Chasity Gonzalez noted the landscaping expenses and inquired when our landscaping services were last benchmarked. Mr. Wooten described the scope of service provided by the current landscaping vendor, and indicated he would be willing to obtain several bids for landscaping services.
      - Mr. Wooten noted that with regard to membership dues and fees, the majority of the expenses are incurred early in the fiscal year.
      - Mr. Wooten noted that the group health expenses should start to balance out over time, but indicated that if the SC Public Employee Benefit Authority (PEBA) changes percentages, then the group health line item could be affected beginning in January.
- Corey Shick, Chairman
  - Mr. Shick indicated he requested that Alison Thompson investigate the possibility of hosting a dinner for LCMS Board members and LCMS Foundation Board members, as well as their spouses. This matter will be discussed further with the LCMS Foundation Board at their next meeting on September 19. Some potential dates that have been identified for hosting a dinner are December 1, 3, 8, and 15.

## OLD BUSINESS

- None

## NEW BUSINESS

- Printer/Copier Lease
  - Mr. Wooten noted that the current copier lease will end in November 2024, and he distributed a handout describing the proposals from several vendors.
  - Following discussion, Lienne Medford made a motion that David Wooten be authorized to make a decision regarding the printer/copier lease based on his assessment of the proposals that had been submitted.
  - The motion was seconded by Laura Raby.
  - All were in favor, and the motion carried.

## PUBLIC COMMENT

- None

**MOTION: ADJOURN MEETING**

- Chasity Gonzalez made a motion to adjourn the meeting.
- The motion was seconded by Laura Raby.
- All were in favor, and the meeting adjourned at 6:58 pm.

**NEXT MEETING**

October 8, 2024 at 6:00 pm