

## MEETING AGENDA & MINUTES

Present	Jessica Blanton
	Stephanie Estrada
	Cathy Griffith (remote)
	Lienne Medford
	Brian Morrison
	Laura Raby
	Neil Tabor
	Gina Turcotte (remote)
	Rob Venable
	David Wooten
	Jim Atwater, Charter Institute at Erskine
	Luke Vickery, Manley Garvin (remote)
	Brooke Archenhold
Absent	Sherrie Brookie
	Corey Shick

## MEETING MINUTES

The meeting was called to order at 6:06 p.m. Roll call was taken to confirm attendance, and a quorum was established.

### APPROVAL OF MEETING AGENDA

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

### APPROVAL OF THE NOVEMBER 2025 LCMS BOARD MEETING MINUTES

- Stephanie Estrada made a motion to approve the November 2025 meeting minutes with a revision noted on page 3 related to the presentation of the school's audit would occur at the December 2025 meeting.
- The motion was seconded by Jessica Blanton.
- All were in favor, and the revised minutes were approved.

### REVIEW OF ANNUAL AUDIT FOR THE 2024-2025 SCHOOL YEAR

- Luke Vickery with the accounting firm Manley Garvin conducted a presentation on the school's audit for the 2024-2025 school year that ended on June 30, 2025, noting that the school received an unmodified or clean opinion and that the financial statements were materially correct.
- Mr. Vickery noted that the Langston Foundation was treated as a component unit. He noted due to the timing of this identification and not having all the pertinent records available, no opinion was provided on

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the Foundation's financial statements, but anticipated that an opinion would be included in the next audit cycle.

- Mr. Vickery stated that it's recommended that schools have 2-6 months of operating expenses on hand in reserve, and he noted that LCMS has the fund balance to cover approximately 3.5-4 months of monthly operating expenses at this time.
- Regarding internal control deficiencies that were references in the government auditing standards opinion, Mr. Vickery noted that the LCMS administration and the school's bookkeeper have a plan in place to address them.
- Following discussion between Mr. Wooten, Mr. Vickery, and members of the board regarding fund accounting and the prospect of changing the school's chart of accounts, Stephanie Estrada made a motion to amend the meeting agenda and add an item entitled "Adopt Fund Accounting Resulting in Changes to the School's Chart of Accounts" to New Business.
- The motion was seconded by Laura Raby.
- All were in favor, and the meeting agenda was amended.

## REPORTS

- David Wooten, Principal's Report
  - Mr. Wooten noted that the school recently MAP testing administration to a practice that is similar to how the SC READY assessment is administered, which will reduce the amount of instructional time lost from approximately 12-15 days to 3-4 days. Initial feedback from teachers and students was positive, and additional evidence will be considered to determine whether this adjusted strategy is successful.
  - Mr. Wooten noted that following Hurricane Helene in the 2024-2025 school year, the school investigated a rapid text message communication solution, which was implemented. The school recently sent its first mass text message via PowerSchool. Some families did not receive the message; administration will investigate and address the issue.
  - Mr. Wooten shared that the school is exploring implementation of a visitor management system to conduct quick checks against sex offender registries and background databases as a security enhancement. Mr. Wooten noted that the school has completed background checks on volunteers and visitors in the past, but has not previously had the capability to conduct a "quick check".
- David Wooten, Langston Foundation
  - No report
- Lienne Medford, Academic Affairs
  - Lienne Medford shared that she and Alyssa Fennell recently presented at the Public Charter School Alliance of South Carolina Conference, focusing on school climate and characteristics of successful award-winning charter middle schools.
  - Dr. Medford also shared the LCMS was honored at the conference for academic innovation, with the school's single-gender classrooms, leadership development, and high academic achievement being factors cited in the recognition.
  - Next year's Public Charter School Alliance of South Carolina Conference will be hosted Hyatt Regency in Greenville.
- Governance
  - No report.
- Facilities
  - No report.

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- Stephanie Estrada, Treasurer
  - Mrs. Estrada drew board members' attention to the school's Balance Sheet and income statement included in the meeting packet and summarized their content. Regarding the Balance Sheet, Mrs. Estrada noted the amount of cash and acknowledged that it was very similar to what had been noted during her report at the November 2025 meeting. She acknowledged the school's net income from the income statement, but noted that the information presented would change pending any action to change the school's chart of accounts.
- Chairman
  - No report.

## OLD BUSINESS

- Policy on Livestream Access to Board Meetings
  - Mr. Wooten noted that per communication with Brooke Archenhold, she had evaluated what the state of South Carolina requires and what was noted in the Charter Institute at Erskine's livestream policy, and her recommendation was the board adopt the Erskine policy with no changes at this time.
  - In response to a question from a board member about whether the school would be required to record and publish recordings of board meetings, Mr. Wooten indicated he would investigate what is required.
  - Laura Raby made a motion to adopt the Charter Institute at Erskine's Livestreaming Board Meeting Policy as presented.
  - The motion was seconded by Lienne Medford.
  - All were in favor, and the motion carried.

## NEW BUSINESS

- Adopt Fund Accounting Resulting in Changes to the School's Chart of Accounts
  - Neil Tabor made a motion that Langston Charter Middle School adopt fund accounting, resulting in changes to the school's chart of accounts.
  - The motion was seconded by Laura Raby.
  - All were in favor, and the motion carried.

## PUBLIC COMMENT

- No public comments were received.

## ADJOURN

- Laura Raby made a motion to adjourn the meeting.
- The motion was seconded by Neil Tabor.
- All were in favor, and the meeting adjourned at 7:30 pm.

## NEXT MEETING

January 13, 2026 at 6:00 pm