# MINUTES

Liberty Charter School

Governing Board Regular Meeting

November 8, 2018

**I. OPENING OF REGULAR MEETING**

A. Chairman Bryant called the meeting to order at 7:03 a.m.

B. Roll Call: Sheila Bryant, Clyde Colbert, Ted Hernandez were present. Also present were Rebecca Stallcop, Mark Wachsmuth, Jim Ashton, Dee Bower and the clerk.

C. Persons Wishing to Speak on an Agenda Item: No one.

**II. BUSINESS**

1. Motion was made by Vice Chair Colbert and seconded by Board Member Hernandez to approve seat reassignment of Ted Hernandez from seat D to seat A. motion passed 3-0.
2. Mr. Colbert seconded motion made by Mr. Hernandez to appoint Dee Bower to seat D on the Liberty Charter School Governing Board. Discussion was had, followed by a vote. Motion passed 3-0.
3. The Oath of Office was administered to Board Member Bower by the clerk.
4. Mrs. Bryant called for a motion to approve new policies: 1500P Board Meeting Procedures, 3530 Suicide, 5290 Political Activity-Staff Participation, 7218 Federal Grant Financial Management System, 7235F1 Federal Funds Semi-Annual Certification Form, 7235F2 Personnel Activity Report, 7235F3 Multiple Cost Objective Time and Effort Certification, 7235P Written Compensation Procedure (Time and Effort), 7237 Retention of Records Relating to Federal Grants, 7320 Allowable Uses for Grant Funds, 7320P1 Determining Necessity and Reasonableness of Expenses, 7320P2 Selected Items of Cost, 7400P1 Procurement Under a Federal Award, 7400P2 Procurement Methods Under a Federal Award, 7400P3 Requirements and Restrictions for Procurement Under a Federal Award, 7400P4 Federal Contract Administration, 7450P1 Timely Obligation of Funds, and 7450P2 Program Income. Mr. Hernandez seconded motion made by Mr. Colbert to approve the new policies listed above. After a complete discussion, motion passed 3-0.
5. Mr. Colbert seconded Mr. Hernandez’ motion to approve amendments to policies: 2435 Advanced Opportunities, 7235 Fiscal Accountability and IDEA Part B Funds, 7270 Property Records, 7400 Procurement Management System, 7430 Travel Allowances and Expenses, 7450 Federal Cash Management Policy, 8600 Records Management, 8605 Retention of Charter School Records, 9100 Acquisition, Use, and Disposal of School Property; Academic Calendars 2019-2020, 2020-2021, Continuous Improvement Plan 2018.2019. Motion to amend the policies listed in item E of business carried 3-0. Form 7400 to be stricken from policies as it is now part of 7235F1. Form 7400F to stricken from policies.
6. Mrs. Bryant called for a motion to approve the 2019.2020, and 2020.2021 academic calendars. Mr. Hernandez seconded motion by Mrs. Bower to approve the 2019.2020, and 2020.2021 academic calendars. Motion carried 3-0.
7. Mr. Hernandez moved to approve the 2018.2019 Continuous Improvement Plan. Motion was seconded by Mrs. Bower. After a thorough discussion, motion carried 3-0.

**III. REPORTS AND DISCUSSION**

 Mrs. Stallcop expressed appreciation to the Governing Board for their fidelity to the Harbor Method. Mrs. Stallcop also discussed the salary schedule. Some discussion was had concerning an appointment to the Governing Board.

**IV CONSENT AGENDA**

Mr. Hernandez seconded motion made by Mr. Colbert to accept the consent agenda as printed in the meeting agenda. Motion passed 3-0. Consent Agenda included: Board Meeting Minutes 2018.08.09; Accounts Payable, and Budget Reports 2018.08.31, 2018.09.30, and 2018.10.31; resignations; and contracts.

**V. ADJOURNMENT**

After a full and complete discussion, upon motion by Mr. Hernandez and second by Mrs. Bower, the meeting adjourned at 7:23 a.m. with all members voting aye.

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

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Chairman Clerk