

Jacksonville Lighthouse Charter School
Board Meeting Minutes
July 29, 2014

Members Present: Keri Urquhart, Angie Curran, Tara Smith, Dr. Phillis Nichols-Anderson, Kevin McCleary via phone, and Deacon Curtis Green

Other school staff present: Lenisha Broadway, Mr. Whitfield, Mr. Felton, and Mr. McGrew

There were two members of the community present and one previous employee for the general meeting.

The general meeting was called to order at 6:02 pm by Keri Urquhart.

One previous employee, Ms. Cotton, spoke on behalf of her termination by Lighthouse Academies.

Keri Urquhart motioned to go into executive session at 6:09. The motion was seconded by Curtis Green.

Executive Session

Mr. McGrew and Ms. Broadway discussed the details regarding Ms. Cotton's termination from Lighthouse Academies.

Keri Urquhart ends executive session.

Dr. Phillis Nichols-Anderson motioned to terminate employment of Ms. Cotton. Curtis Green seconded the motion. The motion passed unanimously.

Minutes from the June 17, 2014 meeting were presented, and Dr. Phillis Nichols-Anderson motioned to approve them. Seconded by Curtis Green. The motion passed unanimously.

Operations Report:

Mr. Whitfield presented the Main Campus Operations Report, Attachment 2.

Professional Development

LHA New Leaders Training for new DTL's and PAL's

JLCS Leaders Training July 14-18, DTL's, TLF's, PAL's, RVP

The Learning Institute (TLI) Training July 23-All Teachers

Summer Professional Development Institute July 21-August 12

Southern Region UALR Conference July 25

Supplemental Programs Update-Summer School was completed July 7-July 18

Parents and Community Update-All campuses are currently planning the back to school Title 1 night, parent night, open house, and home visits for all new scholars.

School Culture-All Main staff reported for development on July 21 and engaged in team building activities.

Staff Culture-All positions have been filled and the staff is working on team building, curriculum development, and instructional strategies.

New Hire-Taylor Mott McGrew will be teaching 7/8 Science.

Angie Curran motioned to approve the hiring of Taylor Mott McGrew, seconded by Dr. Phillis Nichols-Anderson. The motion passed unanimously.

Mr. Felton presented the Jacksonville Lighthouse CPA Operations Report, Attachment 2A.

Professional Development-Building a solid and conducive culture within the staff, increase teacher capacity for rigor and higher learning strategies, improving student culture and opportunities to be engaged in a more college-like atmosphere, learn LHA protocols and plan their implementation and maintenance, teachers and leadership have attended AP/Pre-AP training, teachers have received training on TLI that is aligned to Common Core, administration has received training on TESS and Bloomboard, one representative from each building is attending Spring Board training, and will come back to train their peers.

Supplemental Programs Update-Credit recovery courses were held July 7-18

Parents and Community Update-Uniforms will be available to purchase at the CPA office during the day August 6-8 from 9:00-2:00 and on the night of Open House. Open House is August 8 from 5:00-7:00. Gateway is August 11 and 12 for CPA students. School officially starts August 13.

Staff Culture-CPA Principal has taken on the responsibilities of Athletic Director. A coaches meeting was held on July 23 to review athletic handbook and to get expectations and new protocols for all coaching staff. AAA rules and regulations were reviewed and added to the athlete handbook. All athletes will have the same athletic handbook; coaches will have one page of their sport-specific expectations.

An Art Leadership team was formed to address art integration and to help implement new protocols to improve student art and production at the CPA.

Recruitment plan is in the process of finalization, and will be ready by the August board meeting.

New Hire-Mr. Felton recommended the hiring of Mr. Barrett Petty for Director of College Transitions

Angie Curran motioned to approve the new hire Mr. Petty, motion seconded by Curtis Green. Motion passed unanimously.

Mr. McGrew presented the Flightline Upper Academy Operations Report, Attachment 2B.

Professional Development-New Leaders Training for new DTL's and PAL's, JLCS Leaders Training July 14-18, DTL's TLF's PAL's, RVP, TLI Training July 23-All new teachers, Summer Professional Development Institute July 21-August 12, Southern Region UALR Conference July 25.

Parents and Community Update-Flightline Upper Academy will participate in a "Back To School" expo at the LRAFB Thomas Community Activity Center on August 5.

Staff Culture-Flightline staff members have been working on team building since the first day of PD. Campuses have been combined together for summer PD, but have also spent time together as individual schools to help strengthen team bonds. Our two new staff members have been welcomed to the team, and the entire staff is working happily and collaboratively.

Other-the LRAFB conducted a series of exercises on July 23 for FPCON "C" and "D" Shortly after the exercises, the base notified of an ACTUAL FPCON D-Lockdown Emergency. The staff within the building followed the safety protocols set by the LRAFB, locking down the building until further notice. Security Forces came by the school to check during the event, and conducted a full inspection walkthrough of the building after hours to ensure the building was secure.

RVP report was given by Lenisha Broadway, Attachment 3. Ms. Broadway's report indicated that the Credit Recovery program was completed.

Critical Tasks and Risk Analysis-Preparing buildings for return of teachers, bus maintenance, first day of school procedures, and working on updates to school improvement plan.

LHA Talent Recruiter Updates-Continuing to work closely with organizations to establish partnerships in order to garner ideal candidates for our campuses. Continue to monitor all job sites to applicants for Math.

Research Design and Strategy Team Updates-July 15-16 Curriculum Planning was conducted with School Leaders. Leaders created the units for Q1. Jennifer Anderson trained leaders and office staff on Powerschool.

Professional Development-Attended National Leaders Meeting in Framingham, MA July 22-23

Ms. Broadway presented the Board with the following updated handbooks:
2014-15 Lighthouse Academies of Arkansas/Pine Bluff Personnel Policies
Angela Curran motioned to approve this handbook, seconded by Tara Smith

2014-15 Jacksonville Lighthouse College Prep Academy Scholar Family Handbook
Angela Curran motioned to approve this handbook, seconded by Curtis Green

2014-15 Flightline Upper Academy Scholar Family Handbook
Dr. Phillis Nichols-Anderson motioned to approve this handbook, seconded by Angela Curran.

Finance Reports:

Angie Curran presented the Financial Summary, Attachment 5-5A, and touched on the highlights. Tara Smith moved to approve the AP report and Accounts Payable and Dr. Phillis Nichols-Anderson seconded the motion. It passed unanimously.

Dr. Phillis Nichols-Anderson motioned to approve the Engagement Letter from Lisa Stephens Certified Public Accountant, seconded by Tara Smith. The motion passed unanimously.

Adjournment:

Meeting adjourned: July 29, 2014 at 7:10 pm for the regular meeting.
Next Meeting: September 9, 2014 6:00 pm.

Tara Smith, Secretary

Tara Smith
9/9/14