

**Liza Jackson Preparatory School  
Board Meeting Minutes  
February 20, 2018**

The Board of Directors of Liza Jackson Preparatory School convened at 4:00 PM on Tuesday, February 20, 2018. This meeting was advertised and posted.

**MEMBERS IN ATTENDANCE:** Ms. Jo Henderson, Board Chair, Ms. Annette Lee, Board Member, Ms. Mary Gunter, Board Member, Ms. Donna Boles, Board Member and Dr. Amy Semenov, Board Member.

**MEMBERS ABSENT:** None

**GUESTS PRESENT:** None

Ms. Henderson convened the meeting at 4:00 PM with a call to order. Ms. Henderson welcomed the Board Members and began the meeting.

**Item 1:** Minutes from the previous Board meeting were reviewed. Ms. Henderson called for a motion to approve the minutes from the previous meeting. Ms. Lee made the motion, Ms. Gunter seconded, and the motion carried.

**Item 2:** Ms. Henderson called for a motion to approve the agenda. Ms. Lee made a motion to approve the agenda, Dr. Semenov seconded, and the motion carried.

**Item 3: Public Comment:** None

**Item 4: Lottery:** Ms. Henderson asked the Board to conduct the Kindergarten Lottery. All numbers were drawn using a random selection process and recorded via the lottery system requirements. The racial equity requirement was met in accordance to the Lottery policy.

**Item 5: Consent Items:** Ms. Henderson asked Ms. McKinley to present the personnel changes to the Board. Ms. McKinley reported on the status of the new hires and the Leave of Absence request. Ms. Henderson called for a motion to approve the personnel changes and Leave of Absence. Ms. Boles made the motion to approve changes, Dr. Semenov seconded, and the motion seconded.

**Item 6: Reports and Discussion Items:** A Principal's report was presented by Ms. McKinley informing the Board of the 2018-2019 School Calendar, school safety updates, teacher awards and student achievements. Ms. McKinley also reported the upcoming important events at Liza and informed the Board of the progress on the STEAM program. Ms. Jenzen presented the AdvancED accreditation process and Ms. Roberts presented her CEO report and gave an update on the Ron Crawford Recreation Center as well as plans for the new facility.

**Item 7: Action Items:** Ms. Henderson asked Ms. Roberts to review the action items. Ms. Roberts gave an update on the Budget Amendments. The reduced capital outlay funding was discussed at length. Ms. Henderson called for a motion to approve the Budget Amendment. Ms. Gunter made the motion, Ms. Boles seconded and the motion carried. Finally, Ms. Roberts reviewed the Quarterly

Financial Statements and the IRS Form 990. Ms. Henderson called for a motion to approve the Quarterly Financial Statements. Ms. Lee made the motion, Dr. Semenov seconded and the motion carried.

**Item 8:** Ms. Henderson asked if there were any Emergency Items. None were reported.

**Item 9:** Ms. Henderson asked if there were any Board Member Matters. None were reported.

**Item 10:** Ms. Henderson asked for a motion to adjourn the meeting. Ms. Lee made the motion and Ms. Boles seconded, and the motion carried.

The Board meeting was adjourned at 5:20pm.