

**Liza Jackson Preparatory School  
Board Meeting Minutes  
November 15, 2016**

The Board of Directors of Liza Jackson Preparatory School convened at 4:00 PM on Tuesday, November 15, 2016. This meeting was advertised and posted.

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

**MEMBERS ABSENT:** Ms. Donna Boles

**GUESTS PRESENT:** None

Ms. Henderson convened the meeting at 4:00 PM with a call to order. Ms. Henderson welcomed the Board Members and guests and opened the floor to public comments. There were no public comments.

**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:** No public comment

**Item 4: Consent Items:** Ms. Henderson asked Ms. McKinley to present the personnel changes to the Board. The personnel recommendations were presented and accepted by the Board. Ms. Lee made the motion, Ms. Gunter seconded and the motion carried. Next Ms. McKinley reviewed the changes to the Pupil Progression Plan. The Board voted to approve the changes as amended. Ms. Gunter made the motion to approve changes and Ms. Lee seconded and the motion carried.

**Item 5: Reports and Discussion Items:** Ms. Bolin presented the Progress Monitoring Report updating the Board on the School Implementation of I-Ready, Reading Scores by grade level and the Success for All Snapshot report for teacher feedback. A Principal's report was presented by Ms. McKinley informing the Board of the staff updates, enrollment updates, safety update, staff fitness program and the overwhelming positive response to the SRO at the school. Ms. McKinley also reported the upcoming important events at Liza and informed the Board of upcoming GBD dates and the newly implemented Archery Program. Ms. Roberts presented her CEO report and gave an update on the successful use of the Ron Crawford Recreation Center as well as plans for the Booster Club for the 2016-2017 School Year. Ms. Roberts also reviewed a draft of a sales tax letter to be submitted on behalf of the school.

**Item 6: Action Items:** Ms. Henderson asked Ms. Roberts to review the action items. Ms. Roberts gave an update on the financial statements and audit results. The results contained no findings. The IRS Form 990 was presented and signed. Ms. Henderson called for a motion to approve the audit results. Ms. Lee made the motion to approve the report, Dr. Semenov seconded and the motion carried. Next, Ms. Roberts reviewed the 2016-2017 Budget Update with the Board. Ms. Henderson called

for a motion to approve the Budget Update. Ms. Lee made the motion, Dr. Semenov seconded and the motion carried. Finally, Ms. Roberts reviewed the Quarterly Financial Statements. Ms. Henderson called for a motion to approve the Quarterly Financial Statements. Ms. Lee made the motion, Ms. Henderson seconded and the motion carried.

**Item 7:** Ms. Henderson asked if there were any Emergency Items. None were reported.

**Item 8:** Ms. Henderson asked if there were any Board Member Matters. Ms. Roberts informed the Board of the date for the staff Christmas Party. Ms. Lee congratulated Ms. Roberts on being awarded "Governing Board Charter School Champion of the Year." Finally, Ms. Henderson expressed her pride and gave complements to the Liza Jackson staff and students for their outstanding performances in the Veteran's Day parade.

**Item 9:** Ms. Henderson asked for a motion to adjourn the meeting. Dr. Semenov made the motion and Ms. Lee seconded, and the motion carried.

The Board meeting was adjourned at 5:25 pm.