

Minutes of the Board Meeting of the Tolbert Charter Academy School Board

Date: September 26, 2022

Time: 7:00 p.m. ZoomOnline

Board members

**Mark Tolbert, President | Blaine Clark, Treasurer | Linda Edgely, Secretary |
TuJuania Scott, Board Member | Aldon Jones, Board Member | Troy Nash, Board
Member | Trevor Hughes, Board Member**

• Call to Order

The meeting was called to order at 7:06 p.m. by Bishop Mark Tolbert, Board President. Board members present at the meeting were:

- Bishop Mark Tolbert
- Linda Edgely
- Trevor Hughes
- Blaine Clark
- TuJuania Scott
- Aldon Jones (logged on at 7:22 p.m.)

Absent:

- Troy Nash

Guests:

- Susan Nettleton, SPED Consultant

• Approval of Minutes of the Previous Meeting

A motion was made by Linda Edgely to accept the August 15, 2022 board meeting minutes. The motion was seconded by TuJuania Scott.

Motion carried. Vote 4/0

• Approval of Bills

A motion was made by Blaine Clark to approve the monthly bills for payment. The motion was seconded by TuJuania Scott.

Motion carried. Vote 4/0

• Superintendent's Report- Dr. Mitchell (report emailed)

- We began our interventions for scholars today. Our preliminary testing shows that our students are continuing to make growth and strides in ELA and Math. We are pleased that this year we are well ahead of schedule for our interventions, beginning two months early. We are extremely confident in our expected growth gains.
- 2022-23 Enrollment Update

Grade	Class 1	Class 2	Total
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Kinder	22	19	41
1 st	20	20	40
2 nd	21	20	41
3 rd	21	20	41
4 th	25	25	50
5th	18	19	37
6 th	19	20	39
7 th	21	21	42
8 th	15	14	29
PRE K			18
Total Students NOT counting Pre-K			360
TOTAL Students INCLUDING Pre K			378

- As of today, our current attendance percentage (ADA) is a combined 92%. Our strategic plan goal, submitted and approved by the charter commission is 90%, so we are ahead of that goal this far. Our internal goal (NOT submitted to the charter commission) is 95%.
- The 92% attendance means that on average, we have 330 students actually in seat each day. This average of 330 is above where we were at years end last year.
- Our enrollment numbers are at the maximum for 4th grade. We will be posting for a 4th grade teaching position should we need an additional teacher so that our class sizes do not exceed our level of impact for student scores.
- As a state of Missouri requirement, at the end of the month we will be sending letters to home to scholars who have a teacher that is considered “not highly qualified.” Due to the teaching shortage that has drastically affected most states, Missouri has allowed an increase of provisional certifications, but we are still required to notify parents of the teacher is not “highly qualified” in that subject matter.
- Principal's Report (report emailed):
 - Testing is finished and data has been collected to assign students to RTi (response to intervention) groups in Math and Reading.
 - RTi will begin on Monday, September 19.
 - The atmosphere in morning assembly has been exciting. It is great to bring the whole school back together as a community.
 - I am going to work with the Instructional Coaches on a competition between classrooms and floors for the highest attendance. (It can serve as a math lesson also.)
 - We are still seeing students enroll.
 - Ms. White, instructional coach, is leading our mentoring/new teacher program.

- They had their first meeting on Wednesday, September 14, and will meet each month.
- Ms. Payton is doing an excellent job as Dean of Students in managing the day-to-day discipline in the school. She has a system in place that is becoming more routine for everyone as we use it and work out the logistics.
- The Reading Challenge sponsored by the School Board is underway. We will see at the end of September how many books were read by students.

- **Action Items:**

- 1) Approve Staff Handbook, per Missouri Charter Commission requirements

A motion was made by Linda Edgely to approve the 2022-2023 Staff Handbook. The motion was seconded by TuJuania Scott.

Motion carried. Vote 5/0

- 2) Approve Student Handbook, per Missouri Charter Commission requirements

A motion was made by Linda Edgely to approve the 2022-2023 Student Handbook. The motion was seconded by Blaine Clark.

Motion carried. Vote 5/0

- **Items for Discussion:**

- 1) Homeless Dispute Resolution and Liason

A motion was made by Blaine Clark to approve the McKinney-Vento Act and approve for the social worker and or counselor to be the homeless liaison for Lee A. Tolbert Community Academy. The motion was seconded by Linda Edgely.

Motion carried. Vote 5/0

- 2) Explanation of SPED compliance - Ms. Susan Nettleton

A motion was made by Linda Edgely to approve option A: Adopt the Model Compliance Plan made available by the Department of Elementary and Secondary Education (DESE) for Lee A. Tolbert Community Academy. The motion was seconded by TuJuania Scott.

Motion carried. Vote 5/0

- **Board Committee Reports**

Student Performance Committee- Dr. Donnie Mitchell - No report

Board Governance Committee- Dr. Donnie Mitchell - No Report

- **Financial Report- Blaine Clark**

A motion was made by TuJuania Scott to accept and receive that financial report as presented.. The motion was seconded by Linda Edgely.

Motion carried. Vote 5/0

- **Next Meeting Date & Location: October 17, 2022, ZoomOnline**

- **Adjournment**

TuJuania Scott made the motion to adjourn the meeting. The motion was seconded by Linda Edgely. Motion carried. Vote 5/0. Meeting adjourned at 8:00 p.m.

Submitted by Ashley Walker, HR Assistant