

MEETING MINUTES

Name of Foundation: Southwest Louisiana Charter Academy Foundation, Inc.
Board Meeting: February 20, 2018—Board Meeting
School(s): Lake Charles College Prep
Southwest Louisiana Charter Academy

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
February 20, 2018	5:00 PM	7:00 PM	March 20, 2018	6:00 PM	S. Brunet
Meeting Location:					
Lake Charles Charter Academy, 3160 Power Centre Blvd, Lake Charles, LA 70607					

Attended by:	
Board Members: Ulysses Gene Thibodeaux, Board President Charles Honore, Board Vice-President Clyde Mitchell, Secretary/Treasurer Dr. Michael Kurth, Board Trustee Sylvia Stelly, Board Trustee Phyllis Kittling, Board Trustee Absent: Nicole Simien, Board Trustee	Other Attendees: Dr. Sabrah Kingham, Regional Education Director, CSUSA Dr. Pam Quebodeaux, Principal, Lake Charles Charter Academy Henry Mancuso, Executive Secretary Julie Taylor, Vernon Law Firm Ken Roebuck, Principal, Lake Charles College Prep Kim Lewis, Interim Principal, Southwest Louisiana Charter Academy Tamekia McGibbon, Finance, CSUSA Stacey Brunet, Governing Board Manager, CSUSA Jackie Smith, Parent Liaison Rock Palermo, Vernon Law Firm Phone: Billie Miller, Leadership Support, CSUSA Cindy Calvert, Keefe McCullough Doreen Ayafor, Finance, CSUSA Deborah Montella, VP of Marketing, CSUSA Penny Walcott, Finance, CSUSA LeChyana Knight, Finance, CSUSA

CALL TO ORDER

Pursuant to public notice, the annual meeting commenced at 5:00 PM CST with a Call to Order by Board President Thibodeaux. Roll call was taken and quorum was established at the time of roll call.

I. ADMINISTRATIVE

Approval of the January 17, 2018 Board Meeting Minutes

- Chairman Thibodeaux asked the board to review minutes and asked if there were any corrections. No corrections voiced.

MOTION: Motion was made by Charles Honore and seconded by Clyde Mitchell to approve the January 17, 2018 Board Meeting Minutes. The motion passed unanimously.

MOTION: Motion was made by Clyde Mitchell and seconded by Charles Honore to amend the agenda to add the AUC Audit Review for Lake Charles Charter Foundation and Southwest Louisiana Charter Foundation to the Finance portion of the agenda. The motion passed unanimously.

II. FINANCIALS

Audit Review

- Cindy Calvert reviewed the Audit for Lake Charles Charter Foundation and Southwest Louisiana Charter Foundation.

MOTION: Motion was made by Clyde Mitchell and seconded by Sylvia Stelly to cap CSUSA expenditures at \$9,999.99 without first obtaining Board Chairman or Board Treasurer approval. The motion passed unanimously.

MOTION: Motion was made by Charles Honore and seconded by Clyde Mitchell to approve the audits and its findings for Southwest Louisiana Charter Foundation. The motion passed unanimously.

Approval of December 2017 Financial Report for Southwest Louisiana Charter Academy and Lake Charles College Prep

- Tamekia McGibbon reviewed the November 2017 Financial Reports.

MOTION: Motion was made by Charles Honore and seconded by Sylvia Stelly to approve the December 2017 Financial Report for Southwest Louisiana Charter Academy and Lake Charles College Prep. The motion passed unanimously.

III. CSUSA REPORTS

School Dashboards and Enrollment Update

- Kim Lewis reviewed the highlights of the Southwest Louisiana Charter Academy dashboard and events to include:
 - School grades and KIOs (key intended outcomes) to maintain grade for this year and improve 2018-19 school year
 - Meetings with instructional staff
 - 45 current students left to recommit with 5 new students to start SWLA
 - Athletic recruitment and coaching staff
 - Math night activities
 - Academic focus
 - Black History program is February 21, 2018
 - Winter Ball on February 23, 2018.
 - Freddie Talbert is the Staff Member of the Month
- Ken Roebuck reviewed the highlights of the Lake Charles College Prep dashboard and events to include:
 - ASAP Academic Initiatives
 - ACT testing is March 20, 2018 for Juniors and Seniors at LCCP
 - State Reporting was due February 1, 2018--439 students were reported as enrolled
 - Athletic report
 - Blazers of the Month
 - teacher: Eric Franklin
 - students: Kevin Bell and Casey Hurst.
- LCCP Graduation planning is underway with 81 potential graduates
 - Discussion of a Graduation Coach to track students from Freshman to Senior year to ensure all qualifications are met to graduate.
- LCCP Band Director Brad Bryant gave presentation to the board of band progress and needs.

LEAP 360/IReady

- Dr. Kingham reported there are no updates at this time.

Marketing and Enrollment

- Deborah Montella gave the report to the board.

Inclement Weather Make Up Days

- There will be no need for additional days due to weather absences

IV. EXECUTIVE SECRETARY'S REPORT

- Mr. Mancuso gave a verbal report to the board

V. NEW BUSINESS

Lake Charles College Prep Transition Update

- Board Chairman Thibodeaux, Henry Mancuso and Ken Roebuck updated the board with transition action plans.
- Discussion of Talent Development Secondary Partnership, McNeese State University and LCCP tri-part relationship for upcoming school year
- Discussion of adding a Student Resource Officer to Lake Charles College Prep
- Progress Report to BESE is due on March 1, 2018

Southwest Louisiana Charter School Leadership Update

- Dr. Kingham addressed the leadership at Southwest.

Required Documentation—Tier 3 forms and Annual Ethics Training

- Board Chairman Thibodeaux reminded the board of the Tier 3 form due by May 15, 2018 and the Annual Ethics Training requirement.
- Stacey Brunet will collect them until May 1, 2018 and mail to the State on May 2, 2018.

Pre-K Update

- Jackie Smith gave an update to the board and expects a decision on additional Pre-K seats in March 2018

VI. PUBLIC COMMENTS

- Stacey Brunet asked the board of their decision about Foundation email addresses and no trustees elected to use the CSUSA created Foundation email addresses at this time.

VII. TRUSTEE COMMENTS

- There were no trustee comments

VIII. ADJOURNMENT

MOTION: Motion was made by Clyde Mitchell and seconded by Charles Honore to adjourn the February 20, 2018 board meeting of the Southwest Louisiana Charter Foundation. The motion passed unanimously.


Clyde Mitchell, Secretary/Treasurer

Date: _____