

MEETING MINUTES

Name of Foundation: Southwest Louisiana Charter Academy Foundation, Inc.
Board Meeting: September 18, 2018—Board Meeting
School(s): Lake Charles College Prep
 Southwest Louisiana Charter Academy

| Date: | Start | End | Next Meeting: | Next time: | Prepared by: |
|--|---------|---------|------------------|------------|--------------|
| September 18, 2018 | 5:10 PM | 6:15 PM | October 16, 2018 | 6:00 PM | S. Brunet |
| Meeting Location: | | | | | |
| Lake Charles Charter Academy, 3160 Power Centre Blvd, Lake Charles, LA 70607 | | | | | |

| Attended by: | |
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| <p>Board Members: Ulysses Gene Thibodeaux, Board President Charles Honore, Board Vice-President Phyllis Kittling, Board Trustee Dr. Michael Kurth, Board Trustee Sylvia Stelly, Board Trustee Nicole Simien, Board Trustee</p> <p>Absent: Clyde Mitchell, Secretary/Treasurer</p> | <p>Other Attendees: Dr. Raquel Square Ayles, State Director of Education, CSUSA Dr. Pam Quebodeaux, Principal, Lake Charles Charter Academy Henry Mancuso, Executive Secretary Mary Deveaux, Asst. Principal, Southwest Louisiana Charter Academy Stacey Brunet, Governing Board Manager, CSUSA Jackie Smith, Parent Liaison Josh Levine, Facilities Director, CSUSA Jon Hage, CSUSA Richard Page, CSUSA Lonnie Luce, CSUSA Courtney Millet, CSUSA Paula Jackson, CSUSA Pauline Soileau, CSUSA Julie Taylor, Vernon Law Firm Dece Trahan, Grants Coordinator, CSUSA Jennifer Zeringue, LCCP Principal Freddie Harrison, LCCP Dean and Athletic director</p> <p>PHONE: Tameika McGibbon, Finance, CSUSA LeChyana Knight, Finance, CSUSA</p> |

CALL TO ORDER

Pursuant to public notice, the board meeting commenced at 5:10 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 August 21, 2018 Board Meeting Minutes and the 2017-18 Amended Budget Hearing Minutes

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

MOTION: Motion was made by Clyde Mitchell and seconded by Sylvia Stelly to approve the Board Meeting Minutes as presented. The motion passed unanimously.

II. CSUSA REPORTS

School and Enrollment Report

- Mary Deveaux reported to the board to include:

- Enrollment of 660 students, including 20 Pre-K students. Marketing strategies are in place and running well to recruit students.
- I-ready Math Professional Development
- Athletic Program events have started
- Coffee with the Counselor event this week

III. EXECUTIVE SECRETARY'S REPORT

- Mr. Mancuso gave a verbal report to the board.

IV. NEW BUSINESS

Bond Holder Update

- Henry Mancuso gave the update to the board. The Levine company holds the bonds on the building. Another teleconference will be scheduled per some conflicts.
- Southwest's financial portfolio is currently improving due to the 50 student increase from last month
- There is a potential raise in the MFP

V. OLD BUSINESS

- Mr. Mancuso reported to the board that ESL program has changed to ELL.
- Having these classes for the students is important since some of the students do not speak English.
- Dr. Ayles reported a pilot of an online program to assist with English speaking students and she will share with Southwest upon the principal's return.

VI. PUBLIC COMMENTS

- Stacey Brunet reported the CSUSA 20 year event in Ft. Lauderdale and asked the board if anyone would like to attend.
- Paula Jackson gave a legislative report to the board.

VII. TRUSTEE COMMENTS

- There were no trustee comments.

VIII. RECESS

Motion: Motion was made by Charles Honore and seconded by Sylvia Stelly to call a recess of the Board at 5:30 PM. The motion passed unanimously.

The Foundation came out of recess at 5:40 PM CST.

MOTION: Motion was made Charles Honore and seconded by Sylvia Stelly to amended the agenda to add a financial report, pupil progress plan, school progress report and property acquisition to the agenda. The motion passed unanimously.

IX. LAKE CHARLES COLLEGE PREP FACILITY UPDATE

- The local realtor gave a report on the land acquisition.
- Mr. Mancuso reported the contract closing should be this Friday, September 21, 2018

MOTION: Motion was made by Charles Honore and seconded by Nicole Simien to authorize board chairman Thibodeaux to close on the property agreement of the cash sale and donation documents and execute any documents needed for the transaction. The motion passed unanimously.

X. LAKE CHARLES COLLEGE PREP FINANCIAL REPORT

- The LCCP Financial Report for July and August 2018 was given by Chris Funk to include:
 - Budgets were reviewed
 - Full financials are forthcoming and highlights were given to the board

MOTION: Motion was made by Charles Honore and seconded by Sylvia Stelly to approve the Financial Report. The motion passed unanimously.

XI. LAKE CHARLES COLLEGE PREP PUPIL REPORT AND SCHOOL PROGRESS REPORT

- Principal Zeringue reported to the board to include:
 - Dual Enrollment was secured for 12 students at McNeese State University and graduation plans are being completed
 - LCCP is hosting a 20 day attendance push for attendance awards.
 - ACT practice exams were given, LEAP testing for 9 and 11th graders was executed and Staff attended the STEM conference meetings
 - Football team is 3-0 and cheerleaders were spirit club of the week, chosen by local radio station
 - Staffing updates—hiring and needs and upcoming events were announced
 - 450 students are enrolled, demographics were reviewed and attendance reports were given
 - School calendars were amended due to graduation moving to May 17, 2019 and state testing dates

MOTION: Motion was made by Charles Honore and seconded by Michael Kurth to approve the updated LCCP 2018-19 school calendar as presented. The motion passed unanimously.

XII. LAKE CHARLES COLLEGE PREP EXECUTIVE SECRETARY REPORT

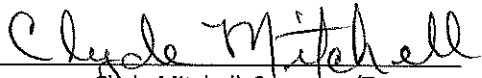
- The LCCP Executive Secretary report was given by Henry Mancuso to include:
 - LCCP will start hosting board meetings and the board meeting calendar will need to be updated.
 - Dr. Kingham has assisted with creating a pupil progression plan

MOTION: Motion was made by Charles Honore and seconded by Michael Kurth to approve the Pupil Progression Plan as presented. The motion passed unanimously.

XIII. TRUSTEE COMMENTS

- Board Chairman Thibodeaux announced a mentoring and role model program that is available in the area. The program will be presented to the board at an upcoming meeting for addition to the schools.

MOTION: Motion by Sylvia Stelly and seconded by Charles Honore to adjourn the September 18, 2018 board meeting of the Southwest Louisiana Charter Foundation. The motion passed unanimously.


Clyde Mitchell, Secretary/Treasurer

Date: 11/27/18