

MEETING MINUTES

Name of Foundation: Southwest Louisiana Charter Academy Foundation, Inc.
Board Meeting: April 16, 2019—Board Meeting
School(s): Lake Charles College Prep
Southwest Louisiana Charter Academy

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
April 16, 2019	6:00 PM	7:20 PM	May 21, 2019	5:30 PM	S. Brunet
Meeting Location:					
Southwest Louisiana Charter Academy, 1700 E. McNeese Street, Lake Charles, LA 70607					

Attended by:	
Board Members: Ulysses Gene Thibodeaux, Board President Charles Honore, Board Vice President Clyde Mitchell, Secretary/Treasurer Sylvia Stelly, Board Trustee Nicole Simien, Board Trustee Ron Richard, Board Trustee Dr. Michael Kurth, Board Trustee Phyllis Kittling, Board Trustee Rebecca Boniol, Board Trustee	Other Attendees: Mark Gamble, State Finance Director Dr. Pam Quebodeaux, Principal, Lake Charles Charter Academy Kim Lewis, Principal, Southwest LA Charter Academy Henry Mancuso, Executive Secretary Stacey Brunet, Governing Board Manager Josh Levine, Facilities Jennifer Zeringue, Principal, LCCP Dr. Sabrah Kingham, Director of Education SWLCA Foundation Peyton Palicki, Veron and Bice Alayna Guillory, Marketing
Absent: None	PHONE: Christine Locrotondo, Finance, CSUSA Deb Montella, Vice President of Marketing, CSUSA Deb Leite, State Finance Manager, CSUSA

CALL TO ORDER

Pursuant to public notice, the board meeting commenced at 6:00 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 March 2019 Board Meeting 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 March 2019 Board Meeting Minutes as presented. The motion passed unanimously.

II. FINANCIAL REPORT

III. Approval of the Foundation Audit Engagement Letter

MOTION: Motion was made by Charles Honore and seconded by Clyde Mitchell to approve the Foundation Audit Engagement letter as presented. The motion passed unanimously.

Approval of the February 2019 Financial Report

- Mark Gamble reviewed the Southwest LA Charter Academy financial report with the board

MOTION: Motion was made by Clyde Mitchell and seconded by Ron Richard to accept the February 2019 financial report. The motion passed unanimously.

May 2019 Budget Workshop, June 2019 Budget Hearing

- Stacey Brunet addressed the board to suggest a May 21, 2019 budget workshop, then approval of the 2019-2020 budget at the June 18, 2019 board meeting.
- Mark Gamble addressed the board to let them know he would conduct pre meeting calls with the board chairman and treasurer to discuss budgets.
- The board decided to forego a May 2019 Budget workshop and have a May 2019 FY 2019-2020 Budget Hearing, based on the recommendations from the Chairman and Treasurer. The Hearing will be on May 21, 2019 at 4:30 PM

IV. CSUSA REPORTS

Marketing Report

- There were no additional marketing activities to discuss, as the SWLA and LCCA marketing reports were given at the LCCA Board Meeting.

School and Enrollment Report

- Kim Lewis reported to the board to include:
 - Enrollment activities and recommitments are in progress
 - LEAP testing reviewed
 - Fundraisers reviewed
 - 8th Grade Prom
 - Moving up celebrations and talent show announced
 - Activity calendar reviewed

V. EXECUTIVE SECRETARY'S REPORT

- Mr. Mancuso gave a verbal report to the board to include a proposal from the Louisiana Governor to give Louisiana teachers a \$1000 pay raise this year.

VI. NEW BUSINESS

Approval of School Calendars

- The board received copies of the proposed 2019-2020 School Calendar

MOTION: Motion was made by Clyde Mitchell and seconded by Charles Honore to approve the 2019-2020 School Year calendar as presented. The motion passed unanimously.

Board Membership Terms:

- The board trustee terms who are expiring are: Sylvia Stelly, Michael Kurth and Phyllis Kittling.

VII. OLD BUSINESS

Board Retreat

- The board discussed dates and locations for a strategic planning retreat. The retreat will be May 9-10. Stacey Brunet will plan and execute.

Tier 3 Documentation

- Chairman Thibodeaux reminded the board to submit by May 15, 2019

June 2019 Annual Meeting

- Chairman Thibodeaux stated the Annual meeting will be held on June 18, 2019. Items to address will be:
 - Nominations for Election of officers
 - Nominations for trustees

VIII. PUBLIC COMMENTS

- None

IX. TRUSTEE COMMENTS

- There were no additional comments

X. RECESS

MOTION: Motion was made by Charles Honore and seconded by Clyde Mitchell to call a recess of the Board. The motion passed unanimously.

The SWLA Foundation Board Meeting was called back to order at 6:40 PM

I. ADMINISTRATIVE

Ms. Jennifer Zeringue, Principal of LCCP, presented a written report:

- 449 students
- Quarter 3 Report Card data
- That 46% of Seniors taking “working-keys” medaled
- A new partnership with “Instruction Partners” has been established for curriculum and instruction report
- A basketball “Signing Day” has been set for April 30th for Kobe Young, Rodney Felton, and Raymond Guidry

II. FINANCIAL REPORT

A written report for the period July 1, 2018 – March 30, 2019 was presented to the Board.

III. EXECUTIVE SECRETARY REPORT

- A verbal report was given by Rev. Henry Mancuso to include:
 - Bids to be opened on April 17th for site work for new PREP facility
 - Comments given on preparation of construction drawings for new facility
 - Additional 40’ of property donated by the TexLA land group (Hunter Lundy) for an access road to Amoco Street

MOTION: Motion was made by Charles Honore and seconded by Sylvia Stelly to adjourn the April 2019 Board Meeting at 7:20 p.m. The motion passed unanimously.

Clyde Mitchell, Secretary/Treasurer

Date: Clyde Mitchell