

## MEETING MINUTES

**Name of Foundation:** Southwest Louisiana Charter Academy Foundation, Inc.  
**Board Meeting:** January 21, 2020—Board Meeting  
**School(s):** Lake Charles College Prep  
Southwest Louisiana Charter Academy

| Date:  | Start   | End     | Next Meeting:     | Next time: | Prepared by: |
|--|---------|---------|-------------------|------------|--------------|
| January 21, 2020   | 5:10 PM | 7:20 PM | February 18, 2020 | 5:30 PM    | S. Brunet    |
| <b>Meeting Location:</b>   |         |         |                   |            |              |
| Lake Charles Charter Academy, 3160 Power Centre Blvd, Lake Charles, LA 70607 |         |         |                   |            |              |

| <b>Attended by:</b>  |   |
|--|---|
| <b>Board Members:</b><br>Ulysses Gene Thibodeaux, Board President<br>Rebecca Boniol, Vice President<br>Clyde Mitchell, Secretary/Treasurer<br>Dr. Michael Kurth, Board Trustee<br>Ron Richard, Board Trustee<br>Sylvia Stelly, Board Trustee<br>Nicole Simien, Board Trustee<br>Charles Honore, Board Trustee<br>Phyllis Kittling, Board Trustee | <b>Other Attendees:</b><br>Dr. Lonnie Luce, State Director<br>Mark Gamble, State Finance Director<br>Carlos Sam, Deputy Director of Operations<br>Dr. Pamela Quebodeaux, LCCA principal<br>Kim Lewis, SWLA principal<br>Marcus Simon, LCCA Asst. Principal<br>Cree Matlock, Public Policy and Government Relations Director<br>Gabby Noto, State Marketing Director<br>Stacey Brunet, Governing Board Manager<br>Henry Mancuso, Executive Secretary<br>Jennifer Zeringue, LCCP Principal<br>Lionel Thierry, LCCP<br>Stacey Matthews, LCCP<br>Shawn Piper, Chief Business Officer, LCCP<br>Peyton Pawlicki, Veron and Bice<br>Dr. Sabrah Kingham, LCCP<br>Jimmie Richard, Burning Stick Creative Marketing |
| <b>Absent:</b><br>None   | <b>Phone:</b><br>Christine Locrotondo, Finance, CSUSA<br>Penny Walcott, Finance, CSUSA  |

### **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 November 2019 Board Meeting Minutes

- President Thibodeaux asked the board to review minutes and asked if there were any corrections. No corrections voiced.
- President Thibodeaux asked for public and trustee comments. None heard.

**MOTION: Motion was made by Charles Honore and seconded by Ron Richard to approve the November 2019 Board Meeting Minutes as presented. The motion passed unanimously.**

*Southwest Louisiana Charter Academy Foundation, Inc.*

**II. FINANCIAL REPORT**Approval of the November 2019 Financial Report

- Mark Gamble reviewed the November 2019 Financial Report with the board
- Board President Thibodeaux asked for trustee and public comments.

**MOTION: Motion was made by Clyde Mitchell and seconded by Phyllis Kittling to accept the November 2019 Financial Report as presented. The motion passed unanimously.**

**III. CSUSA REPORTS**School Year Report

- Kim Lewis reported to the board to include:
  - Enrollment
  - Athletic Report
  - Community and School Events

Government and Educational Policy Report

- Cree Matlock reported to the board.

Marketing Plan Presentation and Discussion

- Gabby Noto presented the marketing plan and SWLA school identity challenge to the board.

**IV. EXECUTIVE SECRETARY'S REPORT**

- Henry Mancuso delivered a verbal report to the board.

**V. NEW BUSINESS**

- Tier 3 Annual Disclosure Form
  - Judge Thibodeaux asked the board to submit their form before May 15, 2020.

**VI. OLD BUSINESS**

- Vendor Services Committee—Student Transportation
  - Carlos Sam gave a report to the board to include savings from A&S Transportation
  - Mr. Honore tabled the committee report until further information is available
- Follow up of Implementing an ESL Program at SWLCA
  - No additional information to report.

**VII. PUBLIC COMMENTS**

- Stacey Brunet reported a possible state retreat to the board on June 11-12 in Baton Rouge. More information is forthcoming.

**VIII. TRUSTEE COMMENTS**

- There were no additional trustee comments.

**IX. LCCP School Report**

Agenda adjusted to allow Ms. Stacey Matthews to offer her report:

- Ms. Matthews reported on the establishment of a SPED Advisory Council at LCCP in compliance with La R.S. 17:3996 and 17:1944.1. A written report was presented to the Board.

- Principal's Report by Ms. Jennifer Zeringue – Written report given
  - Comments:
  - Enrollment at 487
  - A media campaign has received positive reviews
  
- Financial report given by Mr. Shawn Piper – Written report given

On a motion by Charles Honore and a second by Clyde Mitchell, the December 31, 2019 Financial Report/Statement was approved.

- MINUTES of a special meeting on December 10, 2019

On a motion by Nicole Simien and a second by Sylvia Stelly, the MINUTES of the December 10, 2019 meeting of the SWLCA Foundation, Inc., Board of Trustees, were approved as presented.

- President Gene Thibodeaux update the Board on the details of the Bond Sale that was completed on January 9, 2020. President Thibodeaux also updated the Board on the timeline for beginning construction of the new PREP facility.
  
- Mr. Shawn Piper presented a revised section of the Employment Handbook. LCCP's liability carrier has requested that VOLUNTEERS be included in the Section regarding "Harassment." Volunteers should be protected from Harassment and Volunteers are subject to the same guidelines concerning Harassment as Employees.

On a motion by Charles Honore and a second by Nicole Simien, the revision of the EMPLOYEE HANDBOOK was approved.

X. Public Comments

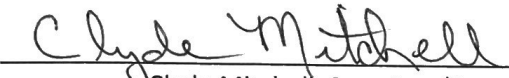
- None

XI. Trustee Comments

- None

XII. Adjournment

MOTION: Motion was made by Ron Richard and seconded by Charles Honore to adjourn the January 2020 meeting of the Southwest Louisiana Charter Academy Foundation, Inc. The motion passed unanimously.

  
Clyde Mitchell, Secretary/Treasurer

Date: 2-18-2020