

Foundation for Louisiana Students

Regular Board Meeting Minutes
3113 Valley Creek Drive
Baton Rouge, LA
First Floor Conference Room
June 27, 2023

IN COMPLIANCE WITH LOUISIANA OPEN MEETINGS LAW

1. Opening Items

- A. Board President Holliday called the meeting to order at 5:16 p.m.
- B. Board President Holliday requested a roll call vote. The following Directors through a voice vote were recorded as present: Mr. John Price, Mr. Michael Howes, Ms. Grace Anderson, Mr. Trevon Cooper, Mrs. Ann Burgin, and Ms. Linda Holliday.

Guests present: Dr. Quentina Timoll, Mr. Michael Adams, Mrs. Melissa Grand, Ms. Darah Husser, Mr. Leonard White, Mr. Rob Cowan, Ms. Eugenia Cardozo, Mr. Wade Henderson, Mr. John Streva, Mr. David Hebert, Ms. Traci Payne, Mr. Michael Tran, Mr. Sean Kimball, Ms. Krystle Dabney, Ms. Melissa Fox, and Mr. Michael Jackson.

Conference Room & Online Guests: See attached list.

- C. On motion by Director Anderson, seconded by Director Burgin, and carried to approval of the Regular Board Meeting Agenda for June 27, 2023. The Regular Board Meeting Agenda was approved as presented. The motion passed through a voice vote with Directors Price, Howes, Anderson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

2. Routine Business

- A. Approval of the Minutes from the Regular Board Meeting for May 23, 2023. On motion by Director Burgin and seconded by Director Price, to approve the Regular Board Meeting Minutes for May 23, 2023 as presented. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. Director Esmail abstained. A request by the committee for public comment was made. No public comment.
- B. Approval of the Minutes from the Special Board Meeting for June 2, 2023. On

motion by Director Howes and seconded by Director Burgin, to approve the Special Board Meeting Minutes for June 2, 2023 as presented. The motion passed through a voice vote with Directors Price, Howes, Burgin, and Holliday voting in favor. Directors Anderson and Esmail abstained. A request by the committee for public comment was made. No public comment.

- C. Approval of the Minutes from the Board Retreat Meeting for June 10, 2023. On motion by Director Price and seconded by Director Burgin, to approve the Board Retreat Meeting Minutes for June 10, 2023 as presented. The motion passed through a voice vote with Directors Price, Howes, Esmail, Burgin, and Holliday voting in favor. Director Anderson abstained. A request by the committee for public comment was made. No public comment.

3. Oral Reports

- A. Dr. Quentina Timoll presented the Superintendent Report to include important upcoming dates, parent satisfaction survey results, the National Beta Convention results, and current enrollment. The upcoming important dates are the UVA Convocation on August 8, 2023, the Northern Open House on August 25, 2023, and the Southern Open House on September 8, 2023. Dr. Timoll reviewed the Parent Satisfaction Survey results. The results reflected parent satisfaction with UVA at 4.7/5. The top 5 key areas of improvement - no changes, teachers, engagement, schedule, and curriculum. The top 4 best features of UVA - flexibility, teachers, communication, and learning environment. This information has been presented to the leadership team and a deeper dive into how UVA can improve based on the survey results will be done. Dr. Timoll expressed appreciation for the financial support and approval from the Board for the National Beta Convention in Louisville, Kentucky and acknowledged the students who attended and participated at the Beta Convention. For the school year 2023, UVA has 3,229 students. 307 students of the 3,229 are new students. Currently, there are 109 students being processed for enrollment. No vote was taken.
- B. Ms. Melissa Fox led the Discussion of the Financial Report for May 2023. Ms. Fox reviewed the current period Revenues, Actuals, and Expenses for the period ending in May 31, 2023. Ms. Melissa Fox reviewed the period's Revenues, Actuals, and Expenses, for the period ending in May 31, 2023. Revenues for the current period totaled \$3.9 million and year-to-date totaled \$40.9 million. Expenses for the current period totaled \$4.2 million and year-to-date totaled \$34.25 million. The total net income totaled \$6.7 million. Building improvements actuals year-to-date total \$1.5 million resulting in the current year surplus of \$5.2 million. Ms. Fox stated that the projected AFR fund balance is to be \$22.4 million. Assets total \$37.3 million and liabilities total \$893,462 million. No vote was taken.
- C. Board President Holliday led the Discussion of the Finance Committee Report. The following items were discussed in the Finance Committee -

Discussion and Availability of funds for Van Purchase, Discussion and Availability of funds for RFC #36R1 - H&C Stain for Lynx Den (The costs for project supervision for 14 additional days), and Discussion and Availability of funds for RFC #37R1 - Flooring for the Lynx Den (Moisture mitigation). The following items were deferred to the full board for discussion - Discussion and Availability of Funds for Property and Casualty Insurance Renewal, and Discussion and Preliminary Approval of FY 24 Budget.

- D. Dr. Quentina Timoll provided a Status of Current Facility Projects. There are no updates for the Administration Building.

Henderson Building: Dr. Timoll provided an update on the current projects at the Henderson Building. The Enrollment office renovations are almost complete. The window installation at the secretary's desk and door staining will complete this project. Sod was installed around the building on June 21, 2023 and the parking lot was restriped. Dr. Timoll emphasized that this project's cost came in under budget. Additionally, an internal and external cleaning project is being done on all of the buildings.

Academic Center: Dr. Timoll provided an overview of the work being completed at the Academic Center. Interior painting is underway and expected to be completed by July 5, 2023. The flooring preparation and installation began on June 22, 2023 and is expected to be completed by July 15, 2023. Two Aeon Units (fresh air) have been cleaned and PTACs have been online since June 21, 2023. The subsurface drainage materials have been ordered and the start date is set for June 30, 2023. Mr. Michael Jackson provided an update on the remaining work to be done on the Academic Center which includes painting, flooring, and drainage. No leaks have been reported. July 15, 2023 will be the date of the walk-through with a punch list to finalize everything before the July 25, 2023 building opening.

Lynx Den: Ms. Eugenia Cardozo and Mr. Wade Henderson provided an update on the Lynx Den Building with a presentation of pictures. Ms Cardozo explained that the flooring preparation and lavatory installation is nearly complete. Mr. John Streva confirmed that the Lynx Den is still on schedule for completion by the end of July.

4. New Business

- A. Discussion and Approval of Property and Casualty Insurance Renewal – Board President Holliday led the discussion on the Property and Casualty Insurance Renewal. Board President Holliday stated that she met with Mr. Cowan along with Dr. Quentina Timoll and Mr. Michael Adams to discuss the proposed renewal before the Board Meeting. Mr. Rob Cowan from Brown and Brown Insurance stated that the evaluations of the buildings reflected an adjustment based on the price per square foot. The previous policy had \$150 per square foot for the Administration Building and Henderson

Building and it has been increased to \$200 per square foot. The previous policy had \$90 per square foot for the Academic Center and it has been increased to \$110 per square foot. Due to this increase, the premium has also increased. The Academic Center is on a separate policy than the Administration Building and Henderson Building. Board President Holliday questioned whether student dishonesty is covered and Mr. Cowan stated that he would research this. Currently there is no FERPA training - implementation of training is needed and if the carrier moves to B rating, UVA will be notified and offered another option. Mr. Michael Adams suggested that building appraisals need to be completed in the near future. The 2023-2024 option grand total is \$400,955.01.

***Director Esmail left at 6:12 p.m.

On motion by Director Price and seconded by Director Anderson to accept the proposal premium as evidenced in the summary with the exception of the option for management liability and workman's compensation. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- B. Discussion and Approval of FY 24 Budget – Board President Holliday led the discussion of the FY 24 Budget. Ms. Melissa Fox stated that the Revenue total of \$47 million is based on an enrollment count of 3,650 students. It is projected that there will be an estimated \$1 million increase in Federal funds. Personnel is budgeted for \$31 million with 311 positions. Other than personnel is budgeted at \$13.7 million. Total net income is projected at \$2.45 million. Projected surplus is \$500,000.

On motion by Director Price and seconded by Director Howes to approve the FY 2023-2024 Budget as proposed. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- C. Discussion and Approval of the Student Handbook – Dr. Quentina Timoll led the discussion of the student handbook. Dr. Timoll stated that there were 4 changes to the Engagement Notification System, Internet Subsidy, Family Agreement, and Media/Photo Consent and Handbook Acknowledgement. The Engagement Notification System II give parents a weekly update on their student's progress. The Internet Subsidy section changed to reflect the increase of internet subsidy from \$75 to \$100 per semester. The Family Agreement outlines expectations for families. The Media/Photo Consent and Handbook Acknowledgement documents are added as an appendix to the Student Handbook.

On motion by Director Anderson and seconded by Director Howes to approve the Student Handbook. The motion passed through a voice vote

with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- D. Discussion and Approval of Van Purchase – Board President Holliday led the discussion of the Van Purchase. This has been approved previously; however, there is a need for a new cargo van. Dr. Timoll explained that the original approval for the cargo van was \$41,490 and the price has increased to \$48,645. With the inclusion of taxes, title, and license, the request is for the Board to increase the amount approved for this purchase up to \$55,000.

On motion by Director Price and seconded by Director Anderson to approve the increase in the budget for the cargo van up to \$55,000. The motion passed through a voice vote with Directors Price, Anderson, Burgin, and Holliday voting in favor. Director Howes abstained. A request by the committee for public comment was made. No public comment.

- E. Discussion and Approval to amend the Public Comment Policy – Board President Holliday led the discussion of amending the Public Comment Policy. The current policy states that all meetings have to request public comment and broadcasted and upon review of state law this is not required. The amendment would be that all meetings wherein a vote is taken, the board will ask for a public comment and it will be broadcasted.

On motion by Director Price and seconded by Director Anderson, to defer the amendment of the Public Comment Policy to the July Board Meeting. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- F. Discussion and Adoption of Conflict of Interest Policy – Board President Holliday led the discussion of the Conflict of Interest Policy. Added ethical considerations edits made by Mr. Michael Adams. Ms. Melissa Grand approves the added ethical considerations as it tracks the Louisiana Statute.

On motion by Director Price and seconded by Director Anderson, to approve the Conflict of Interest Policy. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- G. Discussion and Approval of RFC #36R1 - H&C Stain for Lynx Den (The costs for project supervision for 14 additional days) – Board President Holliday led the discussion of RFC #36R1 (the costs for project supervision for 14 additional days and informed the Board of the savings of about \$600 associated with this new request for change. The cost of the stain was previously approved, but the 14 days have not. Mr. John Streva and Mr.

David Hebert explained that the 14 days is not any additional cost to the contract and does not delay the contract.

On motion by Director Howes and seconded by Director Anderson, to approve the 14 additional days for RFC #36R1 with no additional cost. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- H. Discussion and Approval of RFC #37R1 - Flooring for the Lynx Den (Moisture mitigation) – Board President Holliday led the discussion of RFC #37R1 - Flooring for the Lynx Den (Moisture mitigation). Mr. David Hebert and Mr. John Streva explained that this request is for 14 additional days and \$29,806.51 for the labor, materials, and equipment to apply Schonox Epa Rapid Epoxy and ¼ XM (a moisture vapor reduction system) to mitigate the moisture issue only where the carpet is to be installed.

On motion by Director Price and seconded by Director Howes, to approve RFC #37R1 - Flooring for the Lynx Den (Moisture mitigation). The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

**Board President Holliday informed the Board that a Special Board Meeting will be held on Friday, July 7, 2023 at 3:00 p.m.

5. Closing Items

- A. On motion by Director Anderson, seconded by Director Howes, and carried to unanimously adjourn the meeting at 7:05 p.m. The motion passed through a voice vote with Directors Price, Howes, Anderson, Burgin, and Holliday. A request by the Board for public comment was made. No public comment.

Conference Room & Online Guests:

First Name	Last Name	Location
Rhonda	Hall	Conference Room
Stacie	Reed	Conference Room
***58 individuals logged in to attend the meeting online.		