

Foundation for Louisiana Students

**Regular Board Meeting Minutes
3113 Valley Creek Drive
Baton Rouge, LA
First Floor Conference Room
September 26, 2023**

IN COMPLIANCE WITH LOUISIANA OPEN MEETINGS LAW

1. Opening Items

- A. Board President Holliday called the meeting to order at 5:08 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. Thomas Nealsson, Dr. Hala Esmail, and Ms. Linda Holliday.

Guests present: Dr. Quentina Timoll, Ms. Lekisha Chambers, Mr. Michael Adams, Ms. Darah Husser, Ms. Eugenia Cardozo, Ms. Traci Payne, Ms. Melissa Fox, Mr. Michael Tran, Ms. Krystle Dabney, Mr. Michael Stone, Ms. Melissa Grand, and Ms. Beth Liner.

Conference Room & Online Guests: See attached list.

- C. On motion by Director Anderson, seconded by Director Nealsson, to approve the Regular Board Meeting Agenda for September 26, 2023. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, 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 August 22, 2023. On motion by Director Anderson and seconded by Director Nealsson, to approve the Regular Board Meeting Minutes. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.
- B. Approval of the Minutes from the Executive Committee Meeting for September 20, 2023. On motion by Director Price and seconded by Director Anderson, to approve the Executive Committee Meeting Minutes for September 20, 2023 as presented. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, and Holliday voting in favor. Director Esmail abstained. A request by the committee for public

comment was made. No public comment.

3. Oral Reports

***** Board President Holliday requested that items be taken out of order on the agenda.**

- A. Board President Holliday led the Discussion of the Financial Report for August 2023 with Ms. Melissa Fox. Ms. Fox stated that the Auditors began their fieldwork on September 25th. Ms. Fox reviewed the Revenues, Actuals, and Expenses for the period ending August 31, 2023. The current period revenues totaled \$4.2 million and actuals totaled \$7.7 million. \$64,545.30 was earned from interest from investments for the month of August. The current period expenses totaled \$3.1 million and actuals totaled \$6 million. Net surplus for this period totaled \$1.7 million. Ms. Fox and Dr. Quentina Timoll will prepare a proposed budget amendment to the Board in December once final enrollment counts and allocations are in. Ms. Fox reviewed the balance sheet for the month of August. Assets totaled \$38.3 million, liabilities totaled \$839,588, and a total equity of \$37.4 million. No vote was taken.

4. New Business

- A. Executive Session: Heather Jefferson EEOC Charge No. 461-2022-01695.

On motion by Director Nealsson and seconded by Director Anderson to retire into Executive Session at 5:15 PM. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

*******Director Ann Burgin arrived at 5:30 PM.

On motion by Director Anderson and seconded by Director Burgin to return back on the record at 6:15 PM. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

On motion by Director Nealsson and seconded by Director Anderson to accept the recommendation of council regarding Heather Jefferson EEOC Charge No. 461-2022-01695. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- B. Discussion and Acceptance of Governance Committee Policy. Board President Holliday led the discussion of the Governance Committee Policy with Mr.

Michael Stone. Board President Holliday stated that the Governance Policy is required to include that a parent, legal guardian, or grandparent of a student enrolled in the Charter school, or an alumnus of the school who may be appointed or elected be a member of the Board. This requirement is from Title 28, Chapter 21, § 2101 in Bulletin 126 of the LDOE. Board President Holliday requested that Mr. Stone amend the policy to reflect this requirement. Ms. Melissa Grand clarified that no more than three Board members can be included in a committee.

On motion by Director Price and seconded by Director Nealsson to amend the Governance Committee Policy to remove the Administrative Law statute and remove the language "appointed or elected" from Title 28, Chapter 21, § 2101 in Bulletin 126 of the LDOE. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

On motion by Director Nealsson and seconded by Director Anderson to accept the Governance Committee Policy as presented and amended by Mr. Stone and the Board. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- C. Discussion and Acceptance of Superintendent Evaluation Policy. Board President Holliday led the discussion of the Superintendent Evaluation Policy with Mr. Michael Stone. January 2024 is when this process will be utilized for the annual evaluation for the Superintendent. Dr. Quentina Timoll provided her support for this policy as presented.

On motion by Director Price and seconded by Director Nealsson to accept the policy conducting the annual evaluation of the University View Academy Superintendent as proposed by Mr. Stone. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- K. Discussion and Creation of Governance Committee. Board President Holliday led the discussion of a Governance Committee by asking for three volunteers from the full Board to participate. Directors Price, Nealsson, and Esmail volunteered to join the Governance Committee. Board President Holliday explained that the Governance Committee meetings will need to follow the same process and guidelines as the Regular Board meetings. No vote was taken.

3. Oral Reports

- A. Dr. Quentina Timoll presented the Superintendent Report to include important upcoming dates and current enrollment. Dr. Timoll stated that 552 families, 847 students, and 923 learning coaches (including guests) attended the University View Academy southern Open House and 116 families, 132 students, and 256 learning coaches (including guests) attended the University View Academy northern Open House. Dr. Timoll held the stakeholder roundtables with students, parents, and staff of the University View Academy community. The Superintendent's advisory panel for students, parents, and staff were launched in the stakeholder roundtables and 13 students, 14 teachers, and 22 parents will make up the Superintendent's advisory panel. A meeting will be held with the Superintendent's council, which will include 2 students, 2 parents, and 2 teachers. Dr. Timoll announced student level recognitions and acknowledgements to include Minh B. Tran (National Merit Semifinalist), Nicholas Chaney-Martinez (National Hispanic Recognition Award), and Anyalina Vertigan (Perfect 36 on ACT as an 8th grader). Current enrollment is at 3,756 students and 1,117 of current enrollment is new students. Dr. Timoll announced the incorporation of employee of the month with Mr. Roy Armwood being acknowledged for his dedication to organizing supply closets at the Academic Center and Mr. James Mungall being acknowledged for continuing to teach his class while participating in a fire drill at the Academic Center. No vote was taken.

***Director Esmail stepped out of the Board meeting at 7:30 PM

4. New Business

- J. Presentation and Adoption of Audit Compliance Questionnaire. Board President Holliday led the discussion of the Audit Compliance Questionnaire with Ms. Melissa Fox. Ms. Fox explained that the Compliance Questionnaire is a requirement of the audit.

On motion by Director Price and seconded by Director Nealsson to approve the Compliance Questionnaire and agree, as a Board, with all of the answers as given. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Burgin, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

***Director Esmail returned to the Board meeting at 7:38 PM

3. Oral Reports

- C. Board President Holliday presented the Finance Committee report. The Finance Committee recommended the availability of funds for the fencing at the Bennington building; for the demolition of the Bennington building; and for cleaning services at the Administration building, Academic building, Henderson building, and Lynx Den. No vote was taken.

- D. Mr. Barry Harris provided a Status of Current Facility Projects. There are no

maintenance issues or projects at the Henderson Building. Mr. Harris is waiting for sign renderings for each of the buildings.

Lynx Den: Mr. Harris stated that the keys were received from Site-tech on September 18, 2023. The roof coating is complete, the punch list is being completed, and schedules for upcoming events are being finalized. The Lynx Den will be open to students in October 2023.

Academic Center: Mr. Harris explained that the Academic Center is complete and occupancy has resumed. The landscaping has been cleared and replaced.

Administration Building: Mr. Harris explained that the Administration building landscaping has been cleared and replaced.

Bennington Building: Mr. Harris stated that an asbestos, lead, and hazardous materials test was done on the Bennington building and the results came back showing that the building is clear of asbestos, lead, and hazardous materials.

4. New Business

- D. Discussion and Approval of funding for fencing at the Bennington Building. Board President Holliday led the discussion of fencing at the Bennington building with Mr. Barry Harris. Mr. Harris provided photos of the fencing type that the bids refer to. The three bids provided to the Committee for review were from Amko Fence & Steel Co., LLC with a total price of \$34,978; Select Fence, LLC with a total price of \$43,325; and Supreme Fencing, LLC with a total price of \$67,495. Mr. Harris explained that the price differences are due to the amount and size of the columns included in the fencing. Board President requested a rendering of the fence so the Board can have a visual.

On motion by Director Price and seconded by Director Nealsson to approve Dr. Quentina Timoll up to, but not to exceed \$70,000 for the fencing at the Bennington Building. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Burgin, Esmail, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- E. Discussion and Approval of funding for the demolition of the Bennington building. Board President Holliday led the discussion of funding for the demolition of the Bennington building with Mr. Barry Harris. The three bids provided to the Board for review were from Lloyd D. Nabors Demolition, LLC with a total price of \$27,334.13, Cornerstone Construction & Land Developers, LLC with a total price of \$32,640.50, and A Plus Designs, Inc. with a total price of \$40,000.

On motion by Director Price and seconded by Director Nealsson to authorize Dr. Quentina Timoll up to, but not to exceed, \$42,000 for the demolition of the Bennington building. The motion passed through a voice vote with

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

- F. Discussion and Approval of Funding for cleaning services at the Administration Building, Academic Building, Henderson Building, and Lynx Den. Board President Holliday led the discussion of funding for cleaning services at the Administration Building, Academic Building, Henderson Building, and Lynx Den with Mr. Barry Harris. Five bids were provided to the Committee for review with the maximum price being approximately \$182,000 annually and the minimum price being approximately \$171,000 annually. Board President Holliday explained that the increase in price from the 2022-2023 year for this service is due to the addition of the Academic Center and Lynx Den. Dr. Quentina Timoll recommended \$99,697 for cleaning services at the Lynx Den and Academic Center and \$74,580 for cleaning services at the Henderson building and Administration building.

On motion by Board President Holliday and seconded by Director Anderson to approve \$74,580 for cleaning services at the Henderson building and Administration building and \$99,697 for cleaning services at the Lynx Den and Academic Center. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Burgin, Esmail, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- G. Discussion and Approval of Public Comment Policy amendment. Board President Holliday led the discussion of the Public Comment Policy amendment. Ms. Melissa Grand recommended that this item be deferred to the next Board meeting.

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

- H. Discussion and Approval of 23-24 Student Handbook Appendix: Lynx Den Policies. Ms. Melissa Grand led the discussion of the 23-24 Student Handbook Appendix: Lynx Den Policies. Ms. Grand stated that these added policies are for the activities and events that will be held at the Lynx Den. The policies refer to health and safety, student pick up/drop off procedure, and acceptable use of computers, networks, internet, and technology.

On motion by Director Price and seconded by Director Burgin to approve the 23-24 Student Handbook Appendix: Lynx Den Policies as presented. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Burgin, Esmail, and Holliday voting in favor. A request by the committee for public comment was made. No public comment.

- I. Discussion and Approval of Mission Statement Amendment. Board President Holliday led the discussion of the Mission Statement Amendment with Dr. Quentina Timoll. Dr. Timoll would like to add the word "career" to the University View Academy Mission Statement. Director Anderson stated that the language "for" will need to be added before "college". The finalized statement would read "Understanding, engaging, and empowering each unique student for a career, for college, and beyond".

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

- L. Discussion of Suggestions for Amendments to By-laws. Board President Holliday led the discussion of the suggested amendments to the By-laws with the addition of the number of Board member participation, Board member terms, and the Mission Statement amendment. Director Price suggested Board member qualifications. No vote was taken.

5. Closing Items

- A. On motion by Director Nealsson, seconded by Director Anderson, and carried to unanimously adjourn the meeting at 8:42 p.m. The motion passed through a voice vote with Directors Price, Howes, Anderson, Nealsson, Esmail, 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
Katie	Cali	Conference Room
Sean	Kimball	Conference Room
***8 individuals logged in to attend the meeting online.		