

TCSA Board Meeting Minutes
Saturday September 30th, 2017

Call to order: 9:24am

Roll Call: Present: Jeff Stilwell, Timothy Diebold, Don Marshall, Michelle Gallo, Francine Smith
Absent: Yvette Fairley, Katelyn Pfister

Minutes:

- Motion to accept previous minutes by Mr. Marshall seconded by Ms. Smith – vote Unanimous

CEO Report:

Enrollment Update:

- Current enrollment is 335.

Construction update/Fire Marshal Recommendations:

- R Pride has completed all construction
- The fire alarm system should be installed later this week. We have received an extension from the fire Marshall for the added time of installation.

PAC Update:

The PAC election ballots have been cast and were presented to the board. Mr. Marshall and Mr. Diebold counted the ballots during the meeting and results are below.

President: Sarah Stilwell

Vice President: Kimberley Bennett

Treasurer: Courtney Diebold

Secretary: Candace Mckiddy

Communications Officer: Cecilia Boudreaux

Discipline Update: – tabled for now will be reviewed in executive session.

Headcount needs:

- Mr. Williams is reviewing the needs for a potential additional SPED teacher as well as two teacher aids. Mr. Stilwell asked if the additions would cause any budgetary issues to which the reply was no all should still be in budget.

Vote to accept Report:

- Motion by Ms. Gallo, second by Mr. Marshall - vote was unanimous

Finance/ Facility's Report:

Approval of committee meeting minutes from 8/15/17 and 9/18/17:

- Motion by Mr. Marshall 2nd by Mr. Diebold - vote was unanimous

Financial report for August 2017:

-Mr. Marshall reviewed the report for August 2017. Ms. Francine asked for an explanation on the reported deficit. Mr. Marshall explained the deficit was lower than expected, and we should see title one funds starting next month.

Budget revision set date for workshop:

- A date of October 13th 2017 at 6:30pm was set for a budget committee meeting.

Regions line of credit:

- Mr. Stillwell announced that we have transferred \$10,000.xx from the line of credit to cover the cost of computer systems for staff. The computers have been received and are in use now.

Letter of engagement from Carr, Riggs, Ingram CPA to conduct annual audit:

- Letters were previously submitted to the board for review.
- Motion to sign letters of engagement by Mr. Marshall 2nd by Ms. Gallo - vote was unanimous

Adoption of financial policy:

- The financial policy was previously submitted to the board for review Motioned for acceptance by Mr. Diebold 2nd by Mr. Stillwell - vote was unanimous

Development Committee:

- Mr. Stillwell recommended that the board appoint a community liaison. This will be reviewed and discussed in committee.

Governance Committee:

Proposed By-Law changes:

- The by-law changes were previously submitted to the board for review. Mr. Stilwell and Mr. Marshall touched on key points such as parent representative election and parent member majority.
- The floor was opened for public comment – none was presented
- Motion to adopt by-law changes by Mr. Marshall 2nd by Ms. Gallo- vote was unanimous

Update on student handbook:

- The student handbook had only minor title changes/clarifications and was previously reviewed by the board.

Update on Surveillance policy:

- Mr. Stilwell read the Surveillance policy allowed.
- The floor was opened for public comment – none was presented

Motion to accept student handbook and surveillance policy by Ms. Smith 2nd by Mr. Marshall - vote was unanimous

Confirm September meeting date: - Tabled for now

Academic Committee:

- Ms. Prescott presented her academic report to the board. We should have benchmark scores at the October meeting. She and her team are not just looking at short-term growth, but also at a long-term academic plan. Mr. Marshall asked about projected growth from last year. Ms. Prescott said we are projecting a ¾ point growth. Ms. Smith asked about comparison to other area schools. We currently have a growth of 5% mastery and other area schools are reporting a 2.5% growth.
- Motion to accept report by Ms. Smith 2nd by Mr. Marshall - vote was unanimous

Other Board action:

- A board meeting date of October 26th 2017 at 6pm has been set.
- Mr. Marshall recommended that the next meeting agenda include the consideration of additional board members.

Public input:

- Ms. Natalie Cassell addressed the board inquiring about her son's experience with school lunch. She has heard reports of food being served without being fully heated first. The board thanked her for her comments. Mr. Williams said he will address this ASAP.
- We also had 3 anonymous comment cards submitted to the board. Although this falls outside of standard procedure, the board elected to read the cards out loud so that all concerns would be heard.
 - o Comment card 1: Asked if we could participate in the October 2nd anti-bully Kick Off. It also asked if we could plan other activities throughout the month related to the anti-bully initiatives. The board responded with a resounding yes. Mr. Williams and his team are already working on this plan.
 - o Comment card 2: This comment card inquired to the PAC election process and officers on the PAC also having spouses on the board. Mr. Marshall responded that the board is aware of potential concerns and safeguards are in place to prevent any conflict. Mr. Marshall also made it clear that the PAC officers do not answer to the board members, they are overseen by administrators at the school level.
 - o Comment Card 3: This comment card asked how the original board was formed and also asked about the current election process for the board. The board responded that the original board was formed around a kitchen table with an idea for more choice in public education. For the current election process the board deferred to the by-laws.

Personal Privilege:

- Ms. Gallo apologized for her attire as she is going directly to a "PLAY IT SAFE" event following the meeting. She invited all to come to this great community event.
- Mr. Stilwell thanked the Admin team and Staff for all of their work and reiterated that the board will give its full support in whatever the team needs.
- Mr. Marshall thanked the prospective board members in the audience for coming.

Executive session:

- Motion to enter executive session by Mr. Diebold 2nd by Mr. Marshall.
- Items discussed during executive session
 - 1.) Discussion of settlement in the litigation of former employee Donna Reno
 - 2.) Discussion of Litigation in connection with claim for additional payments of back rent from former lessor Calvary Christian Center.
 - 3.) Discussions between the Board, individual students, and parents pursuant to La R.S. 42:17(7)
 - 4.) Personnel
- Motion to leave executive session by Mr. Diebold 2nd by Ms. Smith
- The board returned from executive session and announced that they have unanimously voted to accept a settlement in the current Donna Reno case in the amount of \$10,500.xx.

Adjournment:

- Motion to adjourn the meeting by Mr. Diebold, 2nd by Mr. Marshal.
- Meeting adjourned 11:35am