



November 10, 2020

**BCA Board Minutes**

**800 East 7<sup>th</sup> St. Thibodaux, La**

Cafeteria of Bayou Community Academy 6:30p.m.

Board Members: Danny Baker, Hal Callais, Bill Crawford, Jerad David, Shelba Harlan, Monique Robinson-Clark, Nolan Smith

Absent: Jim Barr

Administrative Staff: Dr. Melanie Becnel and Sara Barrilleaux

Absent: Jessica Rosado

1. Invocation: William Crawford
2. Pledge of Allegiance: William Crawford
3. Roll Call – Quorum Declared
4. Motion to Approve Agenda  
Motion: Hal Callais                      Second: Nolan Smith                      Passed: Unanimous
5. Motion to Approve Board Minutes from September 1, 2020  
Motion: Jerad David                      Second: Shelba Harlan                      Passed: Unanimous
6. Received Finance Committee Minutes – Meeting Date September 16, 2020  
Motion: Hal Callais                      Second: Nolan Smith                      Passe: Unanimous
7. Building Report
  - a. Environmental Study and Cultural Resource Survey Update – Presentation by Duplantis Design Group (Kainen LeBlanc): Terracon is completing our environmental study. Terrax is completing our Phase 1 study. Terrax found historical features. Report suggests that artifacts on Locus 2 can be disregarded and artifacts from Locus 2 can be investigated with a Phase 2 study while we continue with constructing the new building
    - i. On Nov.5 Terrax officially submitted BCA’s report to SHPO (State Historic Preservation Office).
  - b. Everyone has been e-mailed a copy of the full report and hard copies were provided when requested.

\*\*\*Note Covid-19 restrictions are in place\*\*\*

We will hold the meeting in the cafeteria. The room will be sanitized before and after. Social Distancing will be provided. Attendees are encouraged to wear masks.

- c. Financial Feasibility Report Update – Dr. Becnel emailed out the report ahead of time and asked if anyone needed copies. The report was submitted to USDA and they have 90 days to report. We are waiting on a response.
- d. Updated Building Cost Estimates – Hal Callais completed a presentation on behalf of the Finance Committee.

Motion to approve permission to begin the parallel process seeking a traditional loan.

Motion to approve -Unanimous

## 8. Board Member Reports

- a. President – Report on Board Member Nominations
  - i. Jim Barr
  - ii. Hal Callais
  - iii. William Crawford

The above-mentioned board members are willing to serve another term if the board would have them. Board member have a month to bring forth any other nominations.

## 9. School CEO / Staff Reports

- a. Director
  - i. Census – some movement due to COVID but scholars’ seats are filled immediately.
  - ii. We have implemented Edgenuity as our online learning platform for virtual scholars.
  - iii. Oct. 1<sup>st</sup> count was done. Official count will be available in Dec.
  - iv. COVID safety regulations are constantly changing. The school principal and school nurse are keeping track of all cases (only one case to date due to outside exposure)
  - v. Mascot update – email will be sent in the next few months with an update.
  - vi. ERate grant received for \$80,000 to spend on technology on new campus, but we will not make timeline. We are hoping to reapply to receive same amount.
  - vii. Open Enrollment for 2021-22 for all grades begins January 2021. Locations: Moses Baptist Center, Raceland Head Start and BCA.
  - viii. Preliminary Architecture Report was resubmitted to the USDA.
  - ix. LAPCS invite will be sent via email and everything is virtual and free.
  - x. Dr. Becnel was invited to be a part of Leadership Lafourche. The program begins next week.
  - xi. We have a standing order to follow Lafourche to increase substitute pay \$7 a teacher and \$5 for other categories will begin immediately.
  - xii. Dr. Becnel provided the board with a quick update on the grant money for the CARES Act.
- b. Principal
  - i. Faculty Restroom is shut down for 2-3 weeks due to corroded pipe(s). Lafourche Parish School Board is working on the issue.

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- ii. Virtual Learning – moved to Edgenuity. 40 students currently on this virtual learning platform.
- c. Business Manager
  - i. Review of Louisiana Compliance Questionnaire for Audit Engagements of Charter Schools – Questionnaire (3 signatures needed)  
Motion: Jerad David    Second: Shelba Harlan    Passed: Unanimous
  - ii. Review of Louisiana Attestation Questionnaire for Attestation Engagements of Charter Schools (3 signatures needed)  
Motion: Hal Callais    Second: Jerad David    Passed: Unanimous
  - iii. Louisiana Cafeteria Plan – benefits employees; pre-taxed; no changes  
Motion: Jerad David    Second: Monique Robinson-Clark  
Passed: unanimous
  - iv. A suggestion was made to have a refresher training from BCA’s CPA to refresh everyone’s knowledge of the content on audit.

**Business Manager/CFO: Sara Barrilleaux**

- The CFO distributed the following documents:
  - BCA Income Statement for July1, 2019 – September 30, 2020
  - BCA Balance Sheets as of September 30, 2020
  - BCA Profit and Loss Sheet from July 2019 through September 2020
  - BCA Profit and Loss Sheet from September 2020
    - Balance Sheet as of September 30, 2020
      - Total Current Assets
      - Total Fixed Assets
      - Total Assets
    - Liabilities and Net Assets
      - Total Liabilities
      - Total Net Assets
      - Total Liabilities & Net Assets
  - Pupil Compensation Allocation
  - LAMP September 2020 Summary Statement which included totals for the LAMP September 2020 General Fund, LAMP September 2020 Emergency Fund, and LAMP September 2020 Building & Growth Fund
  - MFP

10. Old Business - None

11. New Business

- a. Updated Building Cost Estimate – DDG shared an estimated cost of the new campus building. The building programming documents will be reviewed by the

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committee and brought to the Board for final approval in the coming months. The estimated cost in January 2020 was \$16,380,350. Now projections are \$18,214,734.10 million including the gymnasium. BCA has covered the costs thus far including \$1,158,238.

Motion: Jerad David    Second: Nolan Smith    Passed: Unanimous

- b. Follow Lafourche Parish Policies in regards Compensation Guidelines Overtime Policy

Motion: Jerad David    Second: Monique Robinson-Clark    Passed: Unanimous

12. Executive Session – Not needed

13. Motion to Adjourn at 7:37

Motion: Jerad David    Second: Hal Callais    Passed: Unanimous

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Monique Clark – Secretary

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William Crawford - President

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