



May 4, 2021

**BCA Board**  
**Meeting Minutes**

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

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

Board: Hal Callais, William Crawford, Jerad David, Nolan Smith, Monique Clark

Absent: Jim Barr, Shelba Harlan, Danny Baker

Administrative Staff: Dr. Melanie Becnel, Jessica Rosado, Lisa Owens, Sara Barrilleaux

1. Invocation: William Crawford
2. Pledge of Allegiance: Dr. Melanie Becnel
3. Roll Call - Declare Quorum - Declared
4. Approve Amended Agenda  
Motion: Hal Callais                      Second: Jerad David                      Passed: Unanimous
5. Scholar Presentation - Talented and Gifted Vocal Scholars under the direction of Mrs. Amy Adams performed two songs for the Board tonight.
6. Minutes Approved
  - a. BCA Board Meeting – Meeting Date May 4, 2021  
Motion: Hal Callais                      Second: Jerad David                      Passed: Unanimous
  - b. Receive Finance Committee Minutes – Meeting Date February 24, 2021  
Motion: Nolan Smith                      Second: Jerad David                      Passed: Unanimous
7. Board Member Reports
  - a. President –
    - i. Director Evaluation – Changes to the timeline were expected due to changes to the documents in process.
    - ii. Director Contract – The Director’s evaluation should be presented at the June Board meeting and the contract will be reviewed at the same time.
  - b. Vice President – No report
  - c. Treasurer –
    - i. Approve the Final Fiscal Year Budget for 2020 – 2021 and the Initial Fiscal Year Budget for 2021 – 2022  
Motion: Jerad David                      Second: Nolan Smith                      Passed: Unanimous

ii. Vote on the amended Constitution of the Finance Committee of the Board of Trustees.

Motion: Jerad David

Second: Monique Clark

Passed: Unanimous

8. School CEO / Staff Reports

a. Director

- i. Financial Disclosure is due May 15 2021 for all Board members.
- ii. Approve Scholar GPA waiver for the 2020 – 2021 school year – Dr. Becnel will discuss this with Lafourche Parish School Board’s Superintendent to ensure compliancy with our charter to move forward.

Motion: Hal Callais

Second: Monique Clark

Passed: Unanimous

- iii. Receive the 2021 – 2022 school year calendar

Motion to adopt: Jerad David

Second: Hal Callais

Passed: Unanimous

- iv. Adopt 2021 - 2022 Virtual Instruction Program Guidelines for Parents

Motion: Hal Callais

Second: Jerad David

Passed: Unanimous

- v. Student membership is steady.
- vi. 142 scholars have registered for summer camp. They will enjoy weekly visits with the public library, Bricks for Kids, Peltier Park, Wellness Center, etc. We have partnered with Raising Cane’s and Paisley Park to help provide experiences for the summer camp scholars. We are working with NSU College of Education to allow teacher candidates to teach and/or observe during BCA’s summer camp. Mrs. Owens will be the administrator in charge of summer camp. We will have 10 teachers and 2 bus drivers employed over the summer.
- vii. We will be raffling donated items from last year’s Bash. We currently have 20,000 tickets out. Virtual drawing will occur on May 21, 2021.
- viii. Dr. Becnel met with our lawyer to review our policy and procedures for open enrollment.
- ix. TERAX will be completing another week of digging on the new campus. The final environmental study should be completed by the end of May 2021.
- x. Dr. Becnel will be holding a virtual meeting with a USDA representative to discuss the results of the Preliminary Architecture Report tomorrow.
- xi. We are now a member of the Bayou Industrial Group.
- xii. Dr. Becnel will be on campus beginning this week to complete employee contracts.

b. Principal

- i. We are currently in the middle of state testing. Thank you, Mrs. Owens, for your work as testing coordinator.
- ii. Virtual scholars returned to school to take state testing.
- iii. End of year assessment (STAR Testing & DIBELS) have begun and will continue through next week.
- iv. This week is Teacher Appreciation Week. Boosters have placed daily treats to show appreciation to staff.
- v. Board was given a Save the Date invitation for 8<sup>th</sup> Grade & Kindergarten graduation in Peltier park on May 19 2021.

- vi. 8<sup>th</sup> graders will have a field day during their last week of school here at BCA.
- vii. During Spring Break, changes were made to the master schedule for next school year.
- viii. We will begin online orders for 2020-21 yearbooks.
- ix. May 24<sup>th</sup> will be scholars' last day of school.
- x. May 25<sup>th</sup> will be teachers' last day of school.

c. Business Manager

- i. Accept extending COVID-19 sick leave for all employees through June 30, 2021.
- ii. Approve 2019 Form 990

Motion: Hal Callais Second: Jerad David Passed: Unanimous

- The CFO distributed the following documents:
  - BCA Income January 1, 2021 – March 31, 2021
  - BCA Balance Sheets as of March 31, 2021
  - BCA Profit and Loss Sheet from January through 2021
  - BCA Profit and Loss Sheet from March 2021
    - Balance Sheet as of March 2021
      - 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 March 2021 Summary Statement which included totals for the LAMP March 2021 General Fund, LAMP March 2021 Emergency Fund, and LAMP March 2021 Building & Growth Fund, LAMP Daily Rates
    - MFP – the number of scholars increased due to the February 2021 student count submission form.

9. Old Business

10. New Business

11. Motion to move into executive session at 7:14 p.m.

Motion: Jerad David Second: Hal Callais Passed: Unanimous

Moved out of executive session at 7:40 p.m.

12. Motion to adjourn meeting at 7:41 p.m.

Motion: Jerad David Second: Hal Callas Passed: Unanimous

Minutes for May 4, 2021 Board meeting recorded by Sharla Comeaux and reviewed by Monique Clark, Board Secretary.

---

Monique Clark – Secretary

---

William Crawford – President

\*\*\*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.