



June 14, 2022

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

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

3<sup>rd</sup> Floor of Bayou Community Academy  
6:30p.m.

Board Members Present: Hal Callais, Bill Crawford, Jerad David, Shelba Harlan, Nolan Smith, Monique Clark

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

Board Members Absent: Danny Baker, Jim Barr

1. Invocation: William Crawford
2. Pledge of Allegiance: Melanie Becnel
3. Roll Call - Declare Quorum - Declared
4. Approve Agenda  
Motion: Hal Callais                      Second: Jerad David                      Passed: Unanimous
5. Approve Minutes
  - A. BCA Board Meeting – Meeting Date May 10, 2022  
Motion: Hal Callais                      Second: Shelba Harlan                      Passed: Unanimous
6. Receive Minutes
  - A. BCA Finance Committee Meeting – Meeting Date March 16, 2022  
Motion: Nolan Smith                      Second: Shelba Harlan                      Passed: Unanimous
7. Board Member Reports
  - A. President
    - a. Board Meeting Dates for the 2022 – 2023 school year were distributed. Board meetings will not occur in August due to the beginning of the school year or April due to Spring Break  
Motion: Hal Callais                      Second: Jerad David                      Passed: Unanimous
    - b. President announced that an Executive Session is needed at the end of the meeting today.
  - B. Vice President – no report
  - C. Treasurer
    - a. Motion to authorize the Finance Committee to utilize up to \$500,000 total for investment purposes using Certificate of Deposits (CD).  
Motion: Jerad David                      Second: Shelba Harlan                      Passed: Unanimous
8. School CEO / Staff Report
  - A. Director
    - a. Dr. Becnel, CEO & Sara Barrilleaux, CFO worked to secure insurance quotes for BCA's new campus for USDA loan requirements.
    - b. Quotes from Shaver Robichaux, Jones Insurance, & Gallagher insurance agencies we discussed.

c. A discussion was held on what the policy would state. Builders Risk – 2 year policy at \$152K for the 2 years; Flood coverage – 1 year policy at \$7800 a term; Crime coverage giving the treasure, director and president authority to sign checks up to \$6,000.

- Motion to approve Gallagher for insurance for the new BCA campus to meet the USDA loan requirements.

Motion: Hal Callais

Second: Jerad David

Passed: Unanimous

d. A discussion to buy or lease new buses for the 2022 – 2023 school year.

- Ross Bus is the company that we could lease 3 new BCA buses.
- The cost of the one bus to lease is \$11,700 x 3 buses = \$35,100
- Ross Buss will give new buses at the end of the contract (4 years).
- Their closest bus repair shop is in Patterson, but they would allow B&L to service buses here in Thibodaux.
- Potential lease cost could increase throughout the years.
- BCA lawyer reviewed lease agreement with Ross Bus.
- Lease would take care of maintenance or accidental.

e. A comparison discussion was held to purchase 3 new buses.

- With privately owned bus, a warranty was discussed with B&L to complete any work on buses at a rate of \$95 an hour.
- If new buses are purchases, it was suggested that BCA should sell them after 9 years to make a profit.
- \$42,000 would be saved if we purchased buses over a 9 year period. This does not include repairs and towing.
- Insurance doesn't change on lease vs. purchase
- If we purchase buses, it would require BCA to keep up with state requirements for buses which change often.
- Discussion was made to have an extra bus on campus in the event that one would break.

f. A capital lease was requested by treasure, Hal Callais.

Motion to empower administration and treasurer, Hal Callais, to make final determination to enter capital lease with purchase option or lease from Ross Bus for 3 new buses for the 2022 – 2023 school year.

Motion: Jerad David

Second: Nolan Smith

Passed: Unanimous

g. Discussed hiring a Student Resource Officer for BCA campus.

- BCA would pay LPSO to cover cost. 58% would be the schools' responsibility and 42% would be Lafourche Parish Sheriff's Office's responsibility.
- The new SRO officer would be assigned solely to BCA.
- The cost the employee and SRO can change throughout the year.

Motion to employee an SRO officer to begin the 2022-23 school year.

Motion: Monique Clark

Second: Jerad David

Passed: Unanimous

h. President, Bill Crawford, discussed implementing protocol that if any staff member breeches the safety of students/staff that termination should ensue if the safety of the students are put into jeopardy.

i. The administrative staff have been keeping a watchful eye on curriculum costs and budgeting accordingly.

j. A copy of Lafourche Parish's DAT Team visit was reviewed.

k. Pre-registration begins in July for the LAPCS charter school conference.

l. BCA Summer Camp is in progress. We have about 100-120 scholars attending daily.

m. LPSD superintendent has approved BCA to add a basketball for next school year.

n. Louisiana Governor has issued a \$1500 salary increase from MFFP dollars, this will come in our next MFP funding.

o. BCA has been given verbal permission to use the 4 classrooms located near the front office area. Ms. Rosado has a plan on how to utilize these rooms and plans to discuss with the staff soon. Dr. Becnel is awaiting written permission.

## B. Principal

- a. A new air-conditioned unit is being installed in our main building. Ms. Rosado will work with Boosters as well as staff on having a cleanup day with the work is complete.

- b. We had a great end of year with award ceremonies being held for each grade level as well as Kindergarten and 8<sup>th</sup> grade graduation ceremonies.
- c. We are finalizing our end of the school year paperwork and beginning preparations for the next school year.
- d. We have a professional development week planned for all staff during the week July 25-29. If we are not able to utilize the main campus, Jerad David stated that he can work with Nicholls State University to utilize rooms there.

C. Business Manager

- The CFO distributed the following documents:
  - BCA Income July 1, 2021 – May31, 2022
  - BCA Balance Sheets as of May 31, 2022
  - BCA Profit and Loss Sheet from July 2021 – May 2022
    - Balance Sheet as of May 31, 2022
      - 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 May 2022 Summary Statement which included totals for the LAMP May 2022 General Fund, LAMP April 2021 Emergency Fund, and LAMP May 2021 Building & Growth Fund, LAMP Daily Rates.
    - MFP statement as of May 31, 2022

9. Old Business

10. New Business

11. Motion to move into executive session at 7:46 p.m.

Motion: Jerad David                      Second: Nolan Smith                      Passed: Unanimous

- a. Administrative Staff Contracts for the 2022 – 2023 school year

12. Motion to leave executive session at 8:12 p.m.

Motion: Jerad David                      Second: Shelba Harlan                      Passed: Unanimous

13. Motion to approve document received from Director Evaluation Task Force.

Motion: Nolan Smith                      Second: Jerad David                      Passed: Unanimous

14. Motion to adjourn meeting at 8:13 p.m.

Motion: Jerad David                      Second: Shelba Harlan                      Passed: Unanimous

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Monique Clark – Secretary

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William Crawford – President

Notes taken by Sharla Comeaux