



March 14, 2023

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

**600 Canal Blvd, Suite B, Thibodaux, La**

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

Board: Danny Baker, Hal Callais, William Crawford, Jerad David, Shelba Harlan, Monique Clark, Nolan Smith

Absent: Jim Barr

Administrative Staff: Dr. Melanie Becnel, Sara Barrilleaux

1. Invocation – William Crawford
2. Pledge of Allegiance – Melanie Becnel
3. Roll Call – Declare Quorum - Declared
4. Motion to approve agenda as edited by moving item 8Aa, Board President Report up for discussion first on the agenda.

Motion: Hal Callais

Second: Jerad David

Passed: Unanimous

Bill Crawford discussed USDA is taking a substantial amount of time to communicate with us regarding our loan and/or loan status. A discussion about a letter to all stakeholders occurred.

Motion to approve letter to send home to parents and stakeholders:

Motion: Hal Callais

Second: Monique Clark

Passed: Unanimous

5. Motion to approve BCA Board Meeting – Meeting Date January 10, 2023

Motion: Jerad David

Second: Shelba Harlan

Passed: Unanimous

6. Motion to receive BCA Finance Committee Meeting – Dates November 16, 2022, November 18, 2022 and January 18, 2023

Motion: Monique Clark

Second: Jerad David

Passed: Unanimous

7. Board Professional Development – Dr. Becnel reviewed enrollment guidelines and procedures with the board members.

8. Board Member Reports

A. President

- a. USDA Communications was discussed at the beginning of the meeting.
- b. Approve Director's Evaluation Tool
  - Dr. Barr and Mrs. Harlan worked on an observation form that is clear and concise of the BCA Director/CEO's performance.

Motion to approve form:

Approve: Hal Callais

Second: Nolan Smith

Passed: Unanimous

c. Sponsor Thank You Letters

- 64 sponsor letters will be divided between board members to send to our BCA Bash sponsors.
- Board members will return letters to Dr. Becnel within a month and she will mail them to our BCA Bash sponsors

B. Vice President – no report

C. Treasurer – no report

## 9. School CEO / Staff Report

### A. Director

- BCA Bash is this coming weekend. It will take place this Saturday, March 18, 2023 at the Warren J. Harang Municipal Auditorium.
- The BCA athletic mascot will be displayed at this year's BASH.
- Two BCA Logos for business cards, letter heads, email signatures were distributed and voted on to begin using next school year. The board agreed to use the Bold Flame Logos.
- Save the Date was distributed to board members with important end of year dates and events.
- Mrs. Leigh Martin will be retiring from BCA. A discussion was held on setting a standard for all retirees moving forward.
  - During the April Pep Rally, the retiree will be honored with a plaque and then brought to lunch with leadership and board members.
- This year's LEAP pep rally will involve police cars and fire trucks. Scholars in grades 3-8 can ride bikes to school on this day.
- We had over 20 applicants for the second-grade teaching position.
- LPSD did a complete network update on our campus this past week. They have worked for three days non-stop working quickly and efficiently throughout the building.
- Beginning August 2023 lunch will be transported from Thibodaux Middle School to BCA. Lunch will be served in our own cafeteria.
- When the new school year begins, we will need additional personnel to help support our lunch needs. Two paraprofessionals and one bus driver are suggested to be hired for the job. We will no longer offer breakfast or aftercare snack.
- Our rental will increase to cover 3 extra classrooms, larger library area, and cafeteria. It will increase approximately \$105,000.

B. Principal – absent

### C. Business Manager

- Presented the budget for the Final Fiscal Year 2022 - 23 and Initial Fiscal Year 2023 – 24
- Major changes include: increase in stipends, supplies, equipment, therapy service, electricity, lawn care, and our SRO. We decreased Liability Insurance and increased our bus lease expenses when we received the new buses.
- Tuition for scholars entering PreK will increase by \$200.

### The CFO distributed the Financial Summary 22-23 School Year

- BCA Income July 1, 2022 – February 2023
- BCA Balance Sheets as of February 2023
- BCA Profit and Loss Sheet from July 2021 – February 2023
  - Balance Sheet as of February 2023
    - 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 February 2023 Summary Statement which included totals for the LAMP February 2023 General Fund, LAMP February 2023 Emergency

Fund, and LAMP February 2023 Building & Growth Fund, LAMP Daily Rates.

- MFP statement as of February 2023

10. Old Business

11. New Business

12. Motion to adjourn meeting at 7:53 pm.

Motion: Monique Clark

Second: Danny Baker

Passed: Unanimous