

## MEETING MINUTES

Name of Foundation: Lafayette Charter Foundation  
Board Meeting: June 28, 2018—Board Meeting  
School(s): Lafayette Renaissance Charter Academy  
Acadiana Renaissance Charter Academy

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
June 28, 2018	6:45 PM	8:11 PM	July 26, 2018	4:00 p.m. CST	S. Brunet
<b>Meeting Location:</b> Acadiana Renaissance Charter Academy, 600 Savoy Road, Youngsville, LA 70592					

<b>Attended by:</b>	
<b>Board Members:</b> Dr. Mary Riggs-Cook, President Carlos Harvin, Vice President Karen Miller-Lewis, Treasurer Erica Williams, Board Trustee Heather Blanchard, Board Trustee	<b>Other Attendees:</b> Dr. Raquel Square-Ayles, Regional Education Director, CSUSA Christine Stoudt, Principal, Acadiana Renaissance Charter Academy Tale Lockett, Principal, Lafayette Renaissance Charter Academy Stacey Brunet, Governing Board Manager Josh Levine, Facilities, CSUSA
<b>Absent:</b> Dr. Nancy Gomez, Board Trustee Jeremy Howard, Board Trustee Cooper Barnes, Board Trustee	<b>Phone:</b> Damon Schnurr, Finance, CSUSA Jen Gilreath, Operations, CSUSA Christin Morrissey, Operations, CSUSA LeChyana Knight, Finance, CSUSA

### CALL TO ORDER

Pursuant to public notice, the meeting commenced at 6:45 p.m. CST with a Call to Order by Board President, Dr. Mary Riggs-Cook. Roll call was taken and quorum was established.

#### I. Administrative

- Approval of May 24, 2018 Meeting Minutes and 2018-19 Budget Hearing Minutes
  - Dr. Cook asked the trustees to review the minutes and if there were any corrections. No corrections were needed.

**MOTION:** A motion was made by Karen Miller-Lewis and seconded by Erica Williams to approve the board meeting as presented. The motion passed unanimously.

#### II. Financials

- Approval of the 2018-19 Annual Budget
  - Dr. Cook asked if there were any additional comments on the 2018-19 Annual Budget. There were none.

**MOTION:** Motion was made by Karen Miller-Lewis and seconded by Carlos Harvin to approve the 2018-19 Annual Budget as presented. The motion passed unanimously.

- Approval of the April 2018 Finance Report

*Lafayette Charter Foundation, Inc.*

- Karen Miller-Lewis and Damon Schnurr reviewed the financial report

**MOTION: Motion was made by Karen Miller-Lewis and seconded by Heather Blanchard to approve the April 2018 Finance Report. The motion passed unanimously.**

### III. CSUSA Reports

- End of Year School Report and Survey Results
  - The principals gave the End of the Year Review to include:
    - Assistant Principal position is open at Lafayette Renaissance
    - Parent and Staff survey results
    - Character Education is a focus
    - Lafayette Renaissance survey participation and result percentages are rising
- 2018-19 Meeting Calendar
  - Stacey Brunet reviewed the calendar with the board and asked for a motion to approve.

**MOTION: Motion was made by Carlos Harvin and seconded by Heather Blanchard to approve the 2018-19 Board Meeting Calendar as presented. The motion passed unanimously.**

- Food Services and Transportation Update
  - Jen Gilreath and Christin Morrissey gave an update to the board to include:
    - Busing Requests
    - Route Options
    - Hiring of Drivers
    - Food Services are completing hiring and onboarding of staff
    - Training and Equipment Ordering is underway
- CSUSA Support Center Contract Renewal Authorization
  - Gary McGoffin reviewed the renewal authorization with the board.
  - Only Lafayette Renaissance Charter Academy needs annual renewal authorization; Acadiana Renaissance Charter Academy does not require an annual renewal.

**MOTION: Motion was made by Heather Blanchard and seconded by Karen Miller-Lewis to approve the CSUSA Support Center Contract Renewal Authorization for Lafayette Renaissance Charter Academy. The motion passed unanimously.**

### IV. Committee Reports

- Expansion and Facilities
  - Turf Quotes and Discussion
    - Gary McGoffin informed the board there is a necessity for public bid on this item due to the amount.
    - Gary McGoffin instructed John Levine to complete a public bid for the job per Louisiana State Open Bid Laws and offered his assistance in completing the notices.
    - Stephanie Hanks shared information with the board about potential locations for expansion sites.

### V. New Business

- Lafayette Charter Foundation Executive Officer Election
  - Erica Williams, Chairman of the Nominating Committee, presented the recommended slate of executive officers to the board:
    - President: Dr. Mary Cook

**MOTION: Motion was made by Erica Williams seconded by Karen Miller-Lewis to elect Dr. Mary Riggs Cook as president of the Board. The motion passed unanimously.**

- Vice President: Carlos Harvin

**MOTION: Motion was made by Erica Williams and seconded by Karen Miller-Lewis to elect Carlos Harvin as vice president of the board. The motion passed unanimously.**

- Treasurer: Karen Miller-Lewis

**MOTION: Motion was made by Erica Williams and seconded by Heather Blanchard to elect Karen Miller-Lewis as treasurer of the board. The motion passed unanimously.**

- Secretary: Heather Blanchard

**MOTION: Motion was made by Erica Williams and seconded by Karen Miller-Lewis to elect Heather Blanchard as secretary of the board. The motion passed unanimously.**

**VI. Old Business**

- Summer Board Retreat
  - The retreat will be on Thursday, July 26 at 4-6:30 pm at Lafayette Renaissance Charter Academy
  - Topics will include: Board Vetting and the Emeritus Presentation to Virginia Jones, current committee responsibilities and recommendations from the principals, fund development, VIP Open House
  - Stacey Brunet informed the board that Preferred Meals will provide catering for the event.
  - Stacey Brunet asked the board to bring forth ideas for the Vetting Process Manual

**VII. Public Comments**

- There were no public comments

**VIII. Trustee Comments**

- There were no additional public comments

**IX. Adjournment**

**The June 28, 2018 Lafayette Charter Foundation Board Meeting was adjourned at 8:11 PM**

  
Dr. Mary Louella Riggs Cook, Board President

Date: 8/23/2018

**MEETING MINUTES**

**Name of Foundation:** Lafayette Charter Foundation  
**Board Meeting:** July 26, 2018—Board Meeting  
**School(s):** Lafayette Renaissance Charter Academy  
 Acadiana Renaissance Charter Academy

Date:	Start	End	Next Meeting:	Next time:	Prepared by:
July 26, 2018	4:27 PM	6:45 PM	August 23, 2018	6:30 p.m. CST	S. Brunet
<b>Meeting Location:</b>					
Lafayette Renaissance Charter Academy, 205 Vienne Lane, Lafayette, LA					

<b>Attended by:</b>	
<p><b>Board Members:</b>            Dr. Mary Riggs-Cook, President            Carlos Harvin, Vice President            Karen Miller-Lewis, Treasurer            Heather Blanchard, Secretary            Erica Williams, Board Trustee            Dr. Nancy Gomez, Board Trustee            Cooper Barnes, Board Trustee</p> <p><b>Absent:</b>            Jeremy Howard, Board Trustee</p>	<p><b>Other Attendees:</b>            Dr. Lonnie Luce, State Superintendent, CSUSA            Dr. Raquel Square-Ayles, Regional Education Director, CSUSA            Christine Stoudt, Principal, Acadiana Renaissance Charter Academy            Tale Lockett, Principal, Lafayette Renaissance Charter Academy            Stacey Brunet, Governing Board Manager, CSUSA            Josh Levine, Facilities Director, CSUSA            Dr. Pauline Soileau, State SPED Director, CSUSA            Keyong Chukwu, HR Specialist, CSUSA            Virginia Jones            Sandy Washington</p> <p><b>Phone:</b>            Christin Morrissey, Operations, CSUSA            Sasha Jaggon, Procurement Manager, CSUSA</p>

**CALL TO ORDER**

Pursuant to public notice, the meeting commenced at 4:27 p.m. CST with a Call to Order by Board President, Dr. Mary Riggs-Cook. Roll call was taken and quorum was established.

**I. Emeritus Presentation**

- Emeritus Presentation to Mrs. Virginia Jones
  - Dr. Cook presented Virginia Jones with an Emeritus Trustee award to honor Mrs. Jones’ dedication and work for the Lafayette Charter Foundation.

**II. School Reports**

- Current Openings and Academic Offerings for 2018-19 School Year
  - Tale Lockett and Christine Stoudt reported to the board to include:
    - Acadiana Renaissance Charter Academy: the school is fully staffed, Engineering programs and academics, Journeys to Careers, Robotics program, French language, Art, Photography, Band and sports programs.
    - Lafayette Renaissance Charter Academy: AP position is open and interviews are ongoing, Lion King theater program will be performed this year, news broadcasting with a “green screen”, Spanish, GIS Camp over the summer, Football program,

computer graphics, student enrollment has grown and additional teachers have been hired.

### III. Expansions and Facilities

- Food Services and Transportation Update
  - Jen Gilreath and Christin Morrissey gave an update to the board to include:
    - Busing Requests, routes, hiring of drivers
    - Food Services: salad bar and wraps are bring test run this year to gauge participation
- Turf Update---Acadiana Renaissance
  - Discussion is ongoing with RAS for payment and product options.
  - Gary McGoffin informed the board public bid law may be needed and will stay in touch with Dr. Luce and Josh Levine during the process.
- Foundation BESE Renewal
  - Dr. Lonnie Luce reviewed the process
  - BESE Renewal is tentatively set for December 10-11, 2018 in Baton Rouge, LA
  - In 2020, BESE Board Members will start a new term. Election season is about to start for those running for re-election.
- Expansion Follow Up
  - Carlos Harvin presented a power point from his committee's research and work to this point
  - Model options were discussed with the board and principal

### IV. Board Committee Review

- Current Committee Review
  - The current committees are:
    - Finance, Chair Karen Miller Lewis; Nominating, Chair Erica Williams; Expansion and Facilities, Chair Carlos Harvin, Fund Development, Chair Cooper Barnes and Community Relations, Chair Heather Blanchard.
    - Dr. Cook requested the committee meetings remain at the same day as the board meetings, starting at 5:30 PM, unless there is additional work that needs to be done.
    - The community relations committee will host the VIP Open House at Acadiana Renaissance this year.
    - A mission statement and goals were requested in order to recruit parents to join the committees.

### V. Public Comments

- There were no public comments

### VI. Trustee Comments

- Dr. Cook thanked everyone for attending the meeting

### VII. Adjournment

Board President Cook adjourned the July 26, 2018 Lafayette Charter Foundation Board Meeting.

  
Dr. Mary Louella Riggs Cook, Board President

Date: 8/23/2018