

Shreveport Charter Schools, Inc.
Linwood Public Charter School
401 W. 70th Street ~ Shreveport, Louisiana 71106

Board of Trustees Meeting

June 2024 MEETING MINUTES

This meeting was held at 331 E. 71st Street and Zoom Meeting (ID: 267 635 4207) on June 17, 2024, at 4:00 p.m.

Board Members Present: *In-Person:* Gard Wayt, Travis Morehart, Dr. Bernard Kimble, Dr. Kerry Laster, Lauren Marchive
Virtually: Mildred Tolliver, Lori Graham, Cynthia Franklin, Whitney Polley

Leadership Team/Faculty/Contractors Present: Shirley Pierson, Tara Sealy, Starla Ross, Letisha Williams, Richard Hilliard, Jennifer Hamilton-Myles, Wanda Austin-Lewis, Shoyla Bryant, Aaryenne Strickland, Marilyn Johnson-Preston, Kevin Cox (*4th Sector Solutions*)
Virtually: Dr. Staughton Jennings

Call to Order: Mr. Wayt called the meeting to order at 4:06 p.m.

Quorum Check: A quorum was present.

Approval of Agenda:

- Dr. Kimble moved to approve the agenda as presented.
- Mr. Morehart seconded the motion.
- All voted in favor and the agenda was approved.

Motion to add an item to Unfinished Business: LAPCS Conference

- Mr. Morehart moved to add item “*LAPCS Conference*” to Unfinished Business on today's agenda
- Mr. Marchive seconded the motion.
- All voted in favor and the modification was approved.

Conflict of Interest Advisements: There were none.

Visitor Comments: There were none.

Approval of Minutes from Previous Meeting:

- Mr. Morehart moved to approve the May 2024 minutes as distributed.
- Dr. Laster seconded the motion.
- All voted in favor and the May 2024 minutes were approved.

Financial Report:

Kevin Cox (*4th Sector Solutions*) presented the May 2024 Financial Report.

Question, Answer, Comment:

Q: Mr. Morehart: In thinking about our February and October counts/funding, when do we receive those funds?

A: Mr. Cox: They use a blended count at October 1 and the February 1 count. When they start paying MFP at the beginning of the fiscal year, it is an estimate from the

last count, which would be the February count. When we get to October, there's a count and they true us up to that. Then when we get to February 1, there is another count and they true us up with the difference between October and February. At that point, that should be our final enrollment number.

C: Mrs. Lewis: If our numbers decline, they will take MFP away based on those numbers.

C: Mr. Cox: They true us up about 3 times during the fiscal year based on those counts.

C: Mr. Morehart: Okay. Thanks.

Q: Mr. Wayt: It is strange to me that those figures are exactly the same in each column, except for the 1st one. Why is that? You go through the entire year and there is no deviation what-so-ever from what was budgeted?

A: Mr. Cox: With our projections, we look at particular points and time when we needed to adjust the budget. So, if it looks like we're going to finish the year within that budget category, we don't make a lot of changes. We feel pretty comfortable that we're going to finish good, so we don't make any changes to that projection.

Q: Mr. Wayt: All I can say is that it doesn't give us much to go by as far as having oversight. Would you agree with that?

A: Mr. Cox: Well, if we look at the category as a whole, Salary & Benefits, and its staying within budget, there isn't any concern. You know?

A: Mr. Wayt: We can talk about that some more later.

C: Mr. Morehart: Gard its like when you do a forecast. Its like looking at another budget. Then you compare it to your actual forecast. Its still within budget and we're going to have \$1.4 million in profit.

C: Mr. Wayt: Yes, I understand.

Q: Mr. Morehart: Kevin, do you have anything specific that goes in the contingency line item?

A: Mr. Cox: No, not specifically. There is so much that goes into year-end and close out. There are a lot of unknowns.

C: Mr. Morehart: I think we should leave it.

Q: Mr. Wayt: Generally speaking, can you say why accounts payable, and payroll is so much less than it was a year ago.

A: Mr. Cox: Yes, on June 30 we have to do a lot of accruals. One of our biggest accruals is payroll. Teachers get paid 2 additional payrolls in July, which is apart of this fiscal year. So, we have to put a big accrual on the books. Those accruals are really high at the end of the year. This is pretty common to see that. Now accounts payables, that's just a timing issue. We run accounts payable on weekly cycles, so it depends on the reporting period whether accounts payable is outstanding or not. Usually accounts payable is cleaned out once/week. If the report is run mid-cycle, it's going to show some accounts payables on the books.

Q: Mrs. Tolliver: In your opinion, it looks like we are in good position. Would you say that?

A: Mr. Cox: Yes, I feel like we are in a good position. Once we get past the construction project, it will be much better. That's what's using all of the cash right now. There will be additional expenses related to the operation of the building but it's not going to cash like the construction project. After the project finishes, we can predict cash again. We will start to see our cash revenues turn back up.

C: Mrs. Tolliver: Okay thank you.

Approval of May 2024 Financial Report:

- Mr. Morehart moved to approve the May Financial Report as presented.
- Mr. Marchive seconded the motion.
- All voted in favor and the May Financial Report was adopted.

Executive Director’s Report:

- Dr. Jennings gave the Executive Director’s report.

Consent Agenda Reports Received

Consent agenda reports were sent electronically for the board’s review prior to today’s meeting. The floor was open for questions. (*Reports included: Academics, Operations, Marketing/Recruitment, Human Resources*)

Question, Answer, Comment:

Q: Mr. Morehart: On the enrollment, 841, is that good for this time of the year? Are we on target?

A: Dr. Jennings: Yes. Mrs. Williams, will you speak about this?

C: Mrs. Williams: Yes, that is pretty good. As you can see, most areas are at least 75-80% filled, with the exception of Kindergarten. That is because we mostly have to almost fill the entire grade. We are only rolling up 34 from PreK which still leaves about 75-80 seats open. We have quite a few applicants. It’s still pretty early. Ms. Scroggins is reaching out to our parents because there is a ton of information missing from their enrollment packets.

If you can take a look at the 1st column, there are 270 applicants in the portal, but only 84 have completed their packets to get registered, meaning they have added all the documents required.

I am feeling pretty good at this point. We are beefing up the Kindergarten section and the other one is the 2nd grade section that is running under 70%. Everything else is 80-90% filled.

Q: Mr. Wayt: Strategically, what are your plans this year for the Summertime compared to previous years.

A: Mrs. Williams: We are still doing the things we have been doing and that is being very active in the community. We also have an event this Thursday, a New Student Registration Fair. Our goal is to get more done with helping parents complete everything here at the school as opposed to doing it at home and running to unanswered questions. The entire recruiting team and I will help parents walk through the online application process as well as assist them with uploading all of their required documents. This helps eliminate the uncertainty and questions.

Q: Dr. Jennings: Mrs. Williams, will you speak to our recruiting efforts targeted to the students from the schools that are closing?

A: Mrs. Williams: Sure. We have been in the community specifically targeting the Werner Park and Sunset Acres area. Door-to-door speaking to the parents, making follow-up calls to interested parents. We have been targeting those areas specifically since April.

C: Mr. Wayt: In the past years, I think the most effective thing you have done has been going door-to-door in the neighborhoods. In the past, you had about 7 people doing that. How has that been?

A: Mrs. Williams: It has been proven to be the best tool in our recruiting process. When you actually have people from the school showing up in the community, parents feel that you care for them and their children. When you come to their homes and discuss the school and what we have to offer, the parents can actually sit and speak with a person to get their questions answered.

Q: Mr. Wayt: Do you have the same number of recruiters this year?

A: Mrs. Williams: Yes, we have the same number and the same recruiters.

Q: Dr. Kimble: How do these numbers compare to the same time last year? Are you on target?

A: Mrs. Williams: Yes, we are pretty much on target. It is always the Kindergarten group that is the slow grower because we’re not rolling up that many kids from PreK to

Kindergarten. We have 110 seats in Kindergarten, and we are only rolling up 34 from PreK. It's always a slow grind for Kindergarten. We typically come in at the 108-115 mark. It just takes longer because we are starting out with far less than the other grades.

Q: Mr. Wayt: What is your overall target for this year?

A: Mrs. Williams: In the budgeted enrollment column of the Consent Agenda, it is listed at 1050. It is also detailed by grade.

Q: Dr. Laster: With the schools that Caddo is dealing with, one of which is a charter that has recruitment efforts, How do you combat that? I am really concerned about the children coming out of those schools.

A: Mrs. Williams: Since April, we have been targeting those two schools that are closing. We recruited heavily by visiting their homes, making follow-up calls, and mailed communications. We have been in constant communication with those parents since April. We have also invited them to the event we are having on Thursday.

C: Dr. Jennings: Keep in mind, we have ongoing tv and radio ads running as well. We also have to remember there is school choice now. We were once the only Charter School option but when parents want to have a choice, this is what happens. Before we were the only ones going door-to-door in the community. Now Caddo is doing the same thing. We just have to keep pushing the things that have been successful at Linwood, and all the things we have to offer. There is no silver bullet to offer parents to make them choose Linwood, but we can continue to do the things that we know work to try to get those kids to our school. Currently, we have over 200 prospects that they are working through now, if they complete all parts of the application, it should put us at or over our target.

C: Mr. Wayt: Dr. Jennings, what I'd like to ask you about is the figure of 1050. You and I have had a couple conversations about that, and I thought we had come to the agreement that we needed to have a number higher than that to take into consideration the 10% loss that we get every year. 1050 will leave us short on the budget if we lose 100 throughout the year.

A: Dr. Jennings: I spoke with Kevin last week when we worked on the budget. He felt that 1100 was pushing it when we have always been able to get 1050 or 1060. But we are shooting for 1100 but we may only get 1050-1060 as normal. Kevin, when we looked at what was needed to balance the budget, we only needed 1050-1060 correct?

A: Mr. Cox: Yes, that's correct.

C: Mr. Wayt: If you are talking about only 1050 for budgeting, we need to go to 1150 for recruiting. That's why I asked Mrs. Williams her target goal. It needs to be 100 students more than what's needed to support the budget. We've always lost 100 during the year.

C: Mrs. Williams: We don't lose 100 kids. Even considering this year, we didn't lose 100 kids. Although our target is 1050, we always shoot for the more.

C: Mr. Wayt: I wanted to be sure we are all on the same page.

C: Mrs. Williams: We are.

Q: Mr. Marchive: With the new facility opening and the existing facility, what is the functional capacity of the schools? How many students can you have maximum?

A: Dr. Jennings: With the new facility, we can house PreK, Kindergarten, and 1st grade. There isn't enough space to add 2nd grade. We will have the capacity to take in more kids at the main campus because it will open up 12 rooms.

C: Mr. Marchive: I need to know a simple number, functional capacity, that is real easy.

A: Dr. Jennings: We will not know that number until Fire Marshall gives us that information. I'm thinking around 350 kids.

C: Mr. Marchive: I need to know that. Anytime I deal with Caddo and Bossier Schools, they can tell me off the top of their head what the functional capacity is.

C: Dr. Laster: The fire marshal is a critical piece but before you get to that piece, you need to know the diagram of each classroom, who's going there in both buildings, and how many kids you can handle in those classrooms.

C: Dr. Jennings: That's what we are working through now.

C: Mr. Marchive: I'm sure you have that information.

Q: Mrs. Tolliver: Are y'all talking about the new building or the old building?

A: Mr. Marchive: Both.

A: Dr. Laster: Both.

C: Mrs. Tolliver: Okay. So, the capacity for the old building should be the same as it has always been. The new building, we've already established we would put about 320 kids in it as notated in my notes.

C: Dr. Laster: Maybe having a diagram of the old building with who and what's going to be where will help you.

C: Dr. Jennings: That is what we are working on now. That is part of the work that takes place over the summer. We just have not completed the work because we don't have the keys to the new building. We are also working on the location of kids in the new building as well. We don't have it mapped out completely just yet.

C: Mrs. Pierson: We will have this information to you later on this week. We cannot say exactly the capacity of the school because we have so many different programs that take up classroom space, like Aquaponics. When you talk about regular classrooms, the size of Linwood years ago may have been 1200 but because now we use the classrooms for other things, it may be different. I will have the information to you later this week.

Q: Mr. Wayt: Mrs. Pierson, did I understand you correctly? You said you would have that information this week?

A: Mrs. Pierson: Yes.

Q: Mr. Wayt: Would you send that to all of the board members this week?

A: Mrs. Pierson: Yes, I certainly will.

C: Mr. Wayt: Thank you. That will be a big help.

C: Dr. Laster: I have another concern, and this is from sitting in the principal seat like Shirley. When you send the mail out to families, and I don't mean to offend anyone, but when considering the families you deal with, you are not going to get anything. It is going to come back. If you looked at how many have returned, I'm sure you have a large number of those brochures returned. They don't read the mail, they don't get the mail, or they have moved.

C: Mrs. Williams: This is why we visit the homes. It's not like junk mail showing up in the mail and the parents don't have a clue why they received it. We go to the home first. Parents are actually talking with an employee of Linwood. They are able to ask questions and get the answers they are seeking. Then they receive the postcard or flyer, as a follow-up to what was discussed when a recruiter visited them. To date, I haven't received any returned mailers. I think everything is really good in terms of how we are connecting with the parents from those schools.

C: Mr. Wayt: We have seen good progress over the years with you going door-to-door. I'm glad you're doing that again this year. I also would like to say that I really recommend that you shoot for 1100 or more, so you can end up with a revenue figure that we need to operate both campuses.

C: Dr. Jennings: They all know what the number is. It is 1100. We have talked about it, and everyone is aware of the expectation. We want to be over 1100. I've asked Kevin to do an analysis of what is the cost to run that building. We looked at some preliminary numbers last week. Then we set a budget based on what we

need to have over and above what we had this year. So we are shooting for 1100 kids, but we may not get there with all the other competition. But that is where the goal is.

- C: Mrs. Williams: I think it is important to point out something. For example, last year, the budget was 1030. On October 1, we had 1064. So, the goal is always to shoot for more.
- C: Mr. Cox: The 1050 came from when Doc and I were looking at the budget numbers. If we get 1100 in the door and lose 100, it's a blended count. You only get half of the kids who left because they only got counted in October but not in February. So if you budget for 1100, lose 100, your budget is for 1050. That's where that number came from.
- C: Mr. Wayt: But if you don't have 1100 to start with, then you will be at a deficit position within your budget.
- C: Dr. Laster: How about you set up a meeting with the new charter. Extend a hand of friendship to them to see exactly what they offer.
- C: Mrs. Tolliver: I can say one of the things about the new charter at Fair Park is that, when you look online, parents and teachers are bashing the school. The parents are very savvy. People are talking about the reviews online. They are also talking about the lack of success that the school overall has had. Now they have had pockets of success, but parents are not happy about the new charter. I don't think there will be a rush to enroll students. Linwood has a better chance of getting those students because it is an established school within the community. Unless they come with some bells and whistles, I just don't see it happening based on the people I have spoken to.
- Q: Mr. Marchive: We were given an organizational chart and I apologize for not knowing what some of this is but under Principal of Special Services, can you tell me what SBLC is?
- A: Mrs. Franklin: School Building Level Committee. That is the committee that includes teachers and administrators who come together to discuss a student that is having challenges to determine the next steps, RTI, and things of that nature. From that step, they could possibly be referred to Pupil Appraisal if they qualify for exceptional services.
- Q: Mr. Marchive: My 2nd question is that there are 3 supervisors under that. I don't understand what's happening with this. Why are so many supervisors under what seems to be a small category within the school? There is a Special Ed Coordinator, a SBLC Supervisor, and then the overall supervisor. Is this just a title for someone holding a position?
- A: Dr. Laster: Lauren, when you put a child through SBLC and you start working with parents, you have massive amounts of paperwork to do for these children to be tested and qualify for some kind of services. When I was a principal, I didn't have the luxury of having all this support. They are probably using some of those people in that way, but they could also be using them to teach some classes.
- C: Dr. Jennings: Within the SBLC Committee, there are different positions under that umbrella. Mrs. Johnson-Preston is over the entire Exceptional Children's Department. She supervises the people who manage certain tasks under that department.
- C: Dr. Laster: Plus, it has to coordinate with Caddo. There has to be someone who makes sure the ball keeps rolling for each student.
- C: Dr. Jennings: Right, she is the dedicated contact person for Caddo for that division.
- C: Dr. Laster: If you didn't have somebody for that, it would stop. It wouldn't go anywhere.
- C: Mrs. Franklin: I would just like to add to that. There are specific timelines, Federal and state guidelines. If those deadlines are not met, we open ourselves up for lawsuits. You would be surprised the smallest thing that you could be sued for. It seems small and I understand what you are saying but we need all hands on deck when

it comes to SBLC because there are so many moving parts and there is so much information (when I served on there) you have to retrieve from the parents and from the teachers. Its statements needed, forms, it is a lot. Every Special Education Teacher is really performing the job of two teachers. Then the SBLC is another beast by itself. So I get what you're saying when looking at the chart but I am encouraging as much support as needed for SBLC.

C: Mr. Marchive: Okay. Thank You. I have one other thing on the organizational chart. This is just a thought. I know that we no longer have Facilities Manager, it was listed as a terminated position. Staughton can you tell us what the progress is on finding a replacement?

A: Dr. Jennings: We are currently interviewing and have been for the past few weeks. But I also spoke with Gard about possibly outsourcing that department to see what type of savings in the budget would be. That is something the board has to do in terms of an RFP.

C: Mr. Marchive: Okay. And my next part is the Chief Operations Officer has a lot of responsibilities when you look at the chart. When we receive our monthly consent agendas, it seems that the majority of these items are never addressed. If some possible, make some comments in the future that fall under operations. I don't know that we ever hear much about David Raines and all the services they provide us. I know no one talks much about the Resource Officer, which is an important role in today's schools. I would like to see a little bit more comments about those components.

A: Mrs. Pierson: I can definitely do that. I have placed in the report the monthly reports that we get from David Raines. But we are talking about day-to-day operations. I didn't know that you guys wanted to hear about everything that's happening. If you want comments on everything that falls under my department, then it will be more extensive.

C: Mr. Marchive: The other thought I had now is that under Facilities, Operations, and Maintenance, now that we have two facilities and I talked to Dr. Jennings about this, once we hire that person, we should have a 5-year plan for facilities, a 1-year plan for our facilities, and then there should be a quarterly report that comes to the board that talks about what's going on and the needs of the building. I'd like to get more formal information about what's happening with our buildings and what the long-term needs are. We need it for budgeting purposes in the 1-year plan and long-term and the 5-year plan. Just a thought.

A: Mrs. Pierson: Okay.

C: Mrs. Franklin: I would like to add a little bit to that as well. I'm not sure how the presentations are but it kind of circles back to Marketing. Showing that growth, that we do have a new building. The average person is thinking "if they are growing, what's going on over there." I would like to know or have an example of the presentation and the things that are discussed as you're going door to door just to help us as board members be on the same page and be ambassadors when we're talking about what's going on at the school. I'm not sure if we have a standard elevator speech. If anyone can speak to that, that will definitely be good so we're on the same page in the community.

C: Mrs. Williams: There is some standard verbiage that includes them introducing themselves, telling who they are, where they're from, and their current role. We do have a brochure that they have. It is really a high-level overview of the school. Then it becomes more of an engaging interaction between the parent and the recruiter. At that point, parents have questions. From there, it's answering those questions. That is why we have a variety of backgrounds of the recruiters within

the school. They range from Teachers to Student Management Personnel. And they all know I am only a phone call away if they need further support.

C: Mrs. Franklin: I appreciate that. That's great. I just wanted us to have our talking points and be on the same page as we continue to be ambassadors for LPCS.

C: Mrs. Williams: For the next meeting, I will bring some brochures over for you.

Approval of Consent Agenda Items:

- Mr. Morehart moved to approve the Consent Agenda reports as presented.
- Mr. Marchive seconded the motion.
- All voted in favor and the motion was adopted.

Board Chairman's Report: *(provided by Mr. Wayt)*

Renovations of the 2nd Campus

Mr. Wayt called on Mr. Morehart for an update on the renovations of the 2nd campus.

Per Mr. Marchive - The last approved application for payment which our consultant signed off on, the contractor is 94% complete with his contract. His base contract includes change orders 1 and 2. The remaining work is pretty much minor items. The biggest item on here appears to be getting the lift operational and flooring and painting. They are coming to an end with the work.

We do have a change order that we are executing, which is the final change order. It covers at least a half dozen items or more that we previously approved. That total amount is \$245,633.02. That brings the contract amount to \$3,961,335.78. That should be the final construction amount. We don't know of any pending change order items. In relationship to that, we have the original contract amount was \$3,265,000. We did almost \$700,000 in change orders. That's about 20% of the total amount, which is not bad. Most of those change order items were as a result of unforeseen conditions, primarily the underground sewer system. That really kind of hurt us. We spent \$222,399.35 on asbestos work before the construction started. The architect and engineers' fees are \$281,918.58. That brings us to a total of \$4,465,653.71 for the construction project. It does not include FF & E (Furnishing, Fixtures, & Equipment) which Shirley is telling us they are working on. It does not include the renovation of the kitchen. We made the decision the last couple of months that item was too large to include in the change order. It should be a separate project. It was never in the original scope of work. The estimates that we got at this point is about \$250,000 for all of the kitchen equipment. Then maybe another \$150-\$200,000 to finish it out. That's another big-ticket item. We should budget anywhere from \$400-\$500,000 maximum for that. Another item that we've gotten numbers on is the parking issue. We really don't have enough parking on site for the number of staff, especially when visitors come. Our consultants are telling us that a substantial conclusion should be met by the middle of July which lets us move in. There may be a little miscellaneous work to do. We should get clearance from the city and the Fire Marshall.

Question, Answer, Comment:

Q: Mr. Wayt: If we had started in an entirely different manner and bought some property and built a new school, based on your experience.

A: Mr. Marchive: I did a little research based on the concerns Mildred had last month and rightfully so, it's a very good question to ask. We roughly have 35,000 square feet here. We take a new school, new piece of property at 35,000 square feet is about \$250/square foot. That equates to \$8,750,000 to build a new school. When we get through with the renovations, everything on that side of this campus will be like a new school. We have new electrical, new plumbing, new air conditioning, new finishes with everything in the building. And we got that at a lot less than \$250/square foot. I think we did good doing what we did.

C: Mr. Morehart: Plus, we stayed within our targeted neighborhood too.
 C: Mr. Marchive: It's painful and it's a lot of money.
 Q: Dr. Kimble: What do you anticipate our total cost when it's all said and done, excluding parking? And I'm curious if Fire Marshall will approve us without adequate parking?
 A: Mr. Marchive: If we do the kitchen, \$5,500,000.
 C: Mr. Morehart: The parking problem. What's a solution? We need to mark a few spots for visitors by the door I would think.
 C: Mr. Marchive: Yes. We've got a driveway coming in on the side of the administration building. If we take a little piece of that playground area, we could easily build a parking lot there.
 C: Mr. Wayt: Remember, we have two city blocks.
 C: Mr. Morehart: I know we have the room but now we're talking about the money.
 C: Mr. Marchive: The other part of the long-range plan we have talked about, and Dr. Jennings talked about is having more classroom space. The most economical thing to do is to bring in a manufactured facility. That would be a 6-classroom building with restrooms. I think we are looking at the budget to see what that would cost.

By-Laws Review

Mr. Wayt mentioned there will be a meeting on June 27 at 2pm in Atty. Lori Grahams office to consider the changes and come up with the outline of the changes to recommend to the board at the next meeting. All members are invited to attend. Atty Graham will make a virtual option available.

Finance Committee Report/Approval of Contracts *(provided by Mr. Morehart)*

Thank you to the Finance Department for making copies of the contracts for the committee.

Emergency Expenditures *(provided by Mr. Morehart – from the Finance Committee Meeting)*

You should have the *Thresholds for Accounting Policy* in your packet. It states that any contract in excess of \$50,000 needs to come to the board for approval in advance. If it's a contract that can't wait until the next board meeting, then it is brought to the executive committee and then ratified by the board at the next board meeting. If we see that the budget is going to be exceeded by \$50,000 or more in each line item, then that needs to be brought to the board for approval.

Approval of Accounting Policy change Items:

- Mr. Morehart moved to approve the Accounting Policy change as presented.
- Dr. Kimble seconded the motion.
- All voted in favor and the motion was adopted.

Unfinished Business:

Board Retreat

Mr. Wayt reported that the retreat will be the evening of July 26 (meal and a get together). This retreat is for board members only. Concluded on the day of July 27. More details to follow.

Question, Answer, Comment:

C: Mrs. Tolliver: Gard, I will not be able to make it that day. I was waiting to hear so I could get my schedule together.
 C: Mr. Wayt: It has been very difficult to get it nailed down but that's the best we could do. We will do our best to make it virtual as well.
 Q: Mrs. Tolliver: Do we have a couple of dates to review or is that the final date?

A: Mr. Wayt: That is the date. I have gone through 14 phone calls to get to that date. That's the best we could do.

Q: Mrs. Tolliver: Were the calls to board members? I didn't get a phone call.

A: Mr. Wayt: I'm talking about the moderator. This is the only time we could get the moderator. I'll do my best to make it virtual so you can participate. Our moderator is Ken Campbell from Baton Rouge.

Q: Mrs. Tolliver: Is there a committee that's working on the retreat?

A: Mr. Wayt: It's a committee of 1 and you're looking at him.

C: Mrs. Tolliver: I don't think that's the correct way that we should find about a retreat. You're working with someone that could instead of those that can be in attendance. If everybody else can be in attendance that's fine.

C: Mrs. Franklin: I won't be available to attend either.

Q: Mr. Wayt: You're not going to be?

A: Mrs. Franklin: No.

Q: Mr. Wayt: So, 2 will not be available. How about virtually?

A: Mrs. Franklin: It may be a hardship because I will be in transit. If I'm at a standstill, I can log in. But as it pertains to the retreat, I had several things I wanted to address. 1 of which was the process of how we select who does the training and unfinished business as it pertains to previous retreats. We have a new person every year and I was partial to the person we had last time because I appreciated the evaluation, the summary and the next steps. The new person I'm sure is going to be phenomenal to address a different area of focus but we have some unfinished focuses that I want too definitely be apart of. I wish I could be a part of the process of the selection. Truly I understand your hardship for getting the date for the new person. Is it possible the new person can be an addition too? I'm not opposed to splitting the retreat or having more than one area of focus as it pertains to unfinished business.

Q: Mr. Wayt: Can you attend virtually?

A: Mrs. Franklin: It depends on the time and the flight status. Could you repeat the timing again?

A: Mr. Wayt: It will be the evening on the 26th, that part is not so important. But it will be daytime on the 27th, which is a Saturday. It will be morning through afternoon.

C: Mrs. Tolliver: I'm going to try to attend virtually. I probably can attend partially but I know I will not be able to do the entire retreat.

C: Mr. Wayt: Good. We will make it work.

Q: Mrs. Tolliver: What is the focus?

C: Mr. Wayt: The focus is on our goals, our objectives, and our moving forward including evaluation of personnel, evaluation of the board itself and so forth.

C: Mrs. Tolliver: Kind of the same as we did last year.

C: Mr. Wayt: Long-range planning.

Q: Ms. Polley: I have a question about the board retreat, but I stepped away for a moment. Did we talk about why we choose someone differently? I thought we would go with the same person to follow-up with things from the last board retreat.

A: Mr. Wayt: I will just say it this way. We are operating the way we have always operated every year and that is I have always arranged for the board retreat. If you all want to change that, we can do that at the board retreat. That's the way we have operated for 15 years. I make the arrangements with someone that I think fits what our needs are at the time, and it isn't easy. Because we have to arrange dates and we had a lot of folks to consult with and try to get to meet at one time and it's almost impossible. But that's the way we've done it. If we want to change that, it will be on the agenda at the retreat.

C: Ms. Polley: I wasn't trying to change anything; I was just asking a question.

C: Mr. Wayt:

It's a good question. We have talked about it several times. We've moved the time of the year. Every year our agenda is a little different. This year, we said we wanted to do it in July, and we wanted to do it after we get our scores. We don't get our scores until mid-July. So, it had to be at the end of July because we didn't want to do it after school had already started. It was a very short period of time. The person that I wanted to be our moderator went to Hawaii on vacation. When I finally got back in touch, that was the only date that he could be available. That's why I picked that date. I apologize if it caused anybody any grief, but we have to do the best we can. It will be on the agenda at the meeting, if you want to change the way we do it in future. We are going to be looking at a lot of our board operations on the agenda. There will probably be a number of changes as a result of this retreat.

Upgrading Surveillance System

Approval of vendor #1 for Upgrading Surveillance System for the main campus:

- Mr. Morehart moved to accept quote #1 for upgrading the surveillance system for the main campus as presented during May's BOT meeting.
- Mr. Marchive seconded the motion.
- All voted in favor and the motion was adopted.

LAPCS Conference

Per Mr. Wayt, the LAPCS Conference is a 1-day conference this year and he is not going. If you want to go, please let them know.

New Business: None

Executive Session: Deferred to next meeting.

Adjourn: Mr. Morehart moved, Dr. Kimble seconded, to adjourn the meeting at 5:46 p.m. All voted in favor.