



**MEETING MINUTES of the
BBR Schools, Inc. Board of Directors**

**Location:
BASIS Baton Rouge
7550 McCall Dr.
Baton Rouge, LA 70817**

August 15, 2019

Board members present: Liz Smith, Ronnie Morris, Monique Scott-Spaulding, Donald Carson, Patrick Martin (left after the budget adoption, participating in the remainder of the meeting on the phone) and Stan Shelton

Board members on the phone: Craig Barrett

Board members absent: Kia Bickham

Staff present on location: DeAnna Rowe, Executive Director BBR; Peter Bezanson, CEO BASIS.ed, Roberto Ramirez, Head of the School; Debbie O'Connor, Head of Operations; Jenny Ramirez, Growth and Compliance Management Associate; Lyn Music, SVP of Growth and Business

Others present on the phone representing BASIS.ed: Michelle Keogh, General Counsel; Gihan Gunasekera, Director Finance; Susan Adams, Chief Financial Officer; Shannon Chavez; Director of Compliance. Julia Paulus, Research Analyst and Project Coordinator for BBR, also participated via phone.

1. Call to Order – The meeting was called to order at 9:08am. A quorum of the board was confirmed. Agenda items were taken out of order, minutes below reflect the actual meeting order.
2. The board reviewed and approved **Resolution BBR20-R02** for the adoption of the Enrollment Policy for School Year 2020-2021. The revised policy includes revisions to enrollment preferences.
 - a. Motion to adopt: Liz Smith
 - b. Second: Ronnie Morris
 - c. Motion passed unanimously



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3. The board reviewed and approved **Resolution BBR20-R03** to adopt the FY2020 BASIS Baton Rouge budget. Gihan Gunasekera reviewed budget documents, explaining that the presented budget is conservative. Data on actual revenues and expenses during year one of operation is reflected in the FY2020 budget.
 - a. Motion to Approve: Patrick Martin
 - b. Second: Monique Scott-Spauling
 - c. Motion passed unanimously

4. The agenda was adopted.
 - a. Motion to adopt: Liz Smith
 - b. Second: Monique Scott-Spauling
 - c. Motion passed unanimously

5. The minutes of the July 25, 2019 meeting of the BBR Schools, Inc. Board of Directors were adopted as presented.
 - a. Motion to adopt: Monique Scott-Spauling
 - b. Second: Liz Smith
 - c. Motion passed unanimously

6. Members of the public were informed of their opportunity to comment on Board action. No request from the public comment was received.

7. Financial Report: Gihan Gunasekera presented the FY2019 Q4 Financial Documents, explaining discrepancies in anticipated revenues and expenses compared with actual figures.

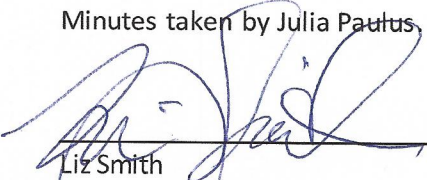
8. Management Report: Peter Bezanson and Roberto Ramirez reviewed the documents and made the following comments:
 - a. Academic Performance – LEAP data indicates BBR’s performance (percent advanced, mastery and basic collectively) across grade levels and content exceeded district and state performance.
 - b. Student Acquisition and Marketing – Currently 529 students enrolled, healthy acceptance rates and demand reflected in the waitlist. Board members expressed the desire to continue marketing efforts to reach all potential families across the parish.
 - c. Talent Acquisition and Training – There are currently only eight teaching openings across the BASIS network and none at BBR.
 - d. Annual Teacher Fund – BBR has observed high parent participation rates in giving to ATF, aim to keep enthusiasm and participation high as year two commences.
 - e. Legal and Regulatory Compliance – Shannon Chavez discussed EBR’s developing charter policies, noted that all attendance boundary issues raised by EBR were



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- resolved, demonstrating BBR's compliance with boundary requirements, and reviewed PEP reporting requirements and our efforts to comply.
- f. School Security Report – Kevin Navarro, the Director of School Security for BASIS.ed has been on site at BBR. He is working through an online platform to update school safety timelines and developing relationships with the local Sheriff's Department to provide trainings and develop a consistent protocol.
 - g. New Schools Activity – Updated on playground renovations, modular construction, and plans for a second building.
9. Discussed current events and items for future agendas, including;
- a. Bank signature cards have been updated to reflect changes in personnel.
 - b. Information on the potential impact of a St. George School District on BBR are being explored. Additional information on the possible implications will be presented during future meetings.
 - c. Next meeting date is November 13, 2019.
10. The meeting adjourned at 11:00am.
- a. Motion to adjourn: Monique Scott-Spaulding
 - b. Second: Liz Martin
 - c. Motion passed unanimously

Minutes taken by Julia Paulus,



Liz Smith
Secretary of the Board
BBR Schools, Inc.