



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

**Location:
Crowne Plaza Executive Center – Executive Conference Room
4728 Constitution Ave.
Baton Rouge, LA 70808**

January 29, 2019

Board members present: Craig Barrett, Ronnie Morris, Liz Smith, Patrick Martin, Kia Bickham, Monique Scott-Spaulding, Donald Carson and Stan Shelton.

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

On the phone: Bill Driscoll, BASIS.ed COO; Antonella DeMari, Director of Partnerships; Michelle Keogh, BASIS.ed General Counsel; Gihan Gunasekera, Director Finance; and Michelle Day, Executive Assistant, BASIS Charter Schools, Inc.

1. Call to order – The Meeting was called to order at 9:08 AM. A quorum of the board was confirmed.
2. The Agenda was adopted as presented.
3. Call to the Public - No members of the public responded to the call to the public. No members of the public were present to address the board throughout the meeting.
4. The minutes of the November 5, 2018 meeting of the BBR Schools, Inc. Board of Directors were adopted as presented.
 - a. Motion to adopt: Liz Smith
 - b. Second: Monique Scott-Spaulding
 - c. Motion passed unanimously
5. Executive Director's Report
 - a. Reviewed the revised bylaws with the board and highlighted the changes. The board adopted Resolution BBR19-R11 recommending the revised bylaws be forwarded to BASIS Charter Schools, Inc. for consideration.
 - i. Motion to adopt: Patrick Martin
 - ii. Second: Ronnie Morris
 - iii. Motion passed unanimously



Baton Rouge

- b. Discussed the development plan for strategic growth in regards to future schools and the financial sustainability for growth in Baton Rouge and Louisiana. Lyn Music was introduced to the Board as a BASIS.ed team member who will help identify and build out any future expansion opportunities. A fully developed plan should be in place by 2020 for what the Board envisions as the Louisiana growth plan. Liz and Kia both offered to help with this process. Next steps before the May meeting included meeting with NSBR, touring new EBR board members, and meeting with other potential stakeholders.

6. Review and discussion of the FY 2019 Q1-Q2 Financial Report. Bill Driscoll reviewed the Q2 report. Items of note included: BBR has received the first installment of the new NSBR grant. Peter thanked Bill and his team for their efforts and planning in this new market. Internet costs are higher due to the backup internet expense. Bill will explore other backup options with Stan. The Board was reminded that current ATF fund raising efforts, including the Board's \$20,000 matching grant, are for teacher performance in the subsequent fiscal year. Craig suggested an additional \$50,000 be budgeted for the current school year ATF fund, which would increase the total year one ATF budget to \$100,000 from the initial set up for new school budgets to include \$50,000 for first year ATF bonuses. The Board adopted Resolution BBR19-R12 resolution to include such an increase.
 - a. Motion to adopt: Liz Smith
 - b. Second: Patrick Martin
 - c. Motion passed unanimously.

7. Management Report was presented by Peter Bezanson.
 - a. Academic Performance - Peter shared that although the BLT results for BASIS Baton Rouge are low compared to peers in network, it is not surprising due to it being a first year school. He also shared that the Mid-Year Parent Satisfaction Surveys came back as the highest in the network.
 - b. School Report – Roberto reviewed recent benchmark scores and reiterated that interventions are being implemented and monitored for effectiveness. He also shared that he continues to provide tours to community stakeholders.
 - c. Enrollment – Peter stated that it has been a very successful open enrollment period and Baton Rouge will open next year with a significant wait list for each grade level. Craig asked how this new information informs the expansion plan. Peter stated that we'll need install modular buildings for fall of 2020.
 - d. ATF - Antonella stated that the goal was adjusted to reflect the \$30,000 match gift from Craig and the Board. \$40,000 was raised toward the match during the week of giving. There is a sense that parents have an increased understanding of the value of the ATF. Antonella also stated that she has been working with Roberto and Debbie to identify needs that might be met through grants.
 - e. Legal and Regulatory Compliance – Anastasia stated that the EBR visit went really well and the EBR team stated they will not need to do a second site visit. Conversations for clarification on reporting requirements continue.



Baton Rouge

- f. School Security Update – Bill stated that individuals for the Director of School Security are currently being interviewed with a hiring goal of the end of February. In the interim, security improvements including panic buttons, window coverings, magnetic lock covers, and security cameras are being explored.
 - g. New Schools Activity – Peter introduced Lyn Music as the new SVP for New Business Development and Expansion and outlined a proposal for future expansion in Baton Rouge and other areas in Louisiana. To keep up with projected growth, the current campus will need modular buildings for fall 2020.
8. New Business – DeAnna stated that the next Board Meeting will be May 21, 2019 and that we have the new Outcomes magazines for distribution.
9. Adjourn: Meeting adjourned at 11:08 am.

Minutes prepared by Michelle Day



Liz Smith
Secretary

BBR Schools, Inc.