

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

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

November 5, 2018

Board members present: Craig Barrett, Ronnie Morris, Monique Scott-Spaulding, Donald Carson and Stan Shelton.

Board members on the phone to participate in discussion but not included in determining a quorum or for matters requiring a vote: Joel Fruge

Members absent: Liz Smith and Kia Bickham

Others present: Peter Bezanson, CEO BASIS.ed; 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; David Hubalik, Associated Vice President BASIS.ed; Gihan Gunasekera, Director Finance; and Michelle Day, Executive Assistant, BASIS Charter Schools, Inc.

1. Call to order – The Meeting was called to order at 9:12AM. A quorum of the board was confirmed.
2. The Agenda was adopted as presented. Note: 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.
 - a. Motion to adopt: Monique Scott-Spaulding
 - b. Second: Donald Carson
 - c. Motion passed unanimously
3. The minutes of the August 23, 2018 meeting of the BBR Schools, Inc. Board of Directors were adopted as presented.
 - a. Motion to adopt: Monique Scott-Spaulding
 - b. Second: Ronnie Morris
 - c. Motion passed unanimously
4. Executive Directors Report

- a. Board Member Appointments – All board members agreed to serving an additional term. Monique and Ronnie shared their thoughts on the candidates they met to fill the position being vacated with Joel Fruge’s resignation. Both indicated either candidate would be a strong addition, but suggested a parent voice on the board would be beneficial. The members agreed and requested the parent representative candidate name be forwarded to the BASIS Charter Schools, Inc. Board for consideration.
 - b. BR Parent Magazine Family Favorites – Roberto Ramirez won “Favorite Public Elementary School Principal” and was mentioned in the BR Parent Magazine last month. Ronnie Morris also acknowledged that many students/parents have also attested to what an outstanding job Roberto has been doing. BASIS Baton Rouge was also voted Favorite Elementary School, which can be attributed to school leadership and the efforts of BASIS.ed in opening this new school.
 - c. External Performance – The Board reviewed the differences in the performance requirements of the charter contract as compared to the terms included in the land lease with Woman’s Hospital. The school proficiency score and the ACT composite score are set higher in the land lease.
 - d. Management Agreement – The master services agreement was recently updated and the updates are favorable for the schools. The BBR Services Agreement will be revised to align with the master agreement.
 - e. 2019 Board Meeting Calendar – The 2019 Board Meeting Calendar has been finalized for the upcoming 2019 Board Meetings and this information will be sent out as save the dates to the Board Members.
5. The Board reviewed and adopted Resolution BBR19-R08 to re-elect Liz Smith as Secretary and Ronnie Morris as Treasurer for a one-year term.
- a. Motion to adopt: Monique Scott-Spaulding
 - b. Second: Donald Carson
 - c. Motion passed unanimously
6. The Board reviewed and adopted Resolution BBR19-R09 for the 2019-2020 School Year Enrollment Policies as included in Exhibit A.
- a. Motion to adopt: Ronnie Morris
 - b. Second: Monique Scott-Spaulding
 - c. Motion passed unanimously
7. Review and discussion of the FY2019 Q1 Financial Report. Bill Driscoll reviewed the Q1 budget documents with the board, explaining revenue and expenses that were not on target (25%). Bill explained that discretionary teacher bonuses may be paid in December. He also noted that no security invoices have been processed. It was confirmed that this school has not contracted for outside security support. Peter stated a risk assessment group has been hired to do an overall evaluation of school safety. After that report is received, they will make a decision on procedural improvements, which will be presented to the



BASIS Charter Schools Board. Roberto stated that they are scheduling ALICE training for the school faculty. The Board reviewed the Statement of Financial Position and discussed the options for facility financing for Phase II, including an aggressive enrollment plan and modular buildings if necessary.

8. Management Report was presented by Peter Bezanson.
 - a. Academic Performance - Peter shared the test scores for grade 3 Humanities and grade 4 Math and Science. Peter stated that these tests are BASIS created, not standardized tests, and that the low scores could be attributed to Baton Rouge being a brand new charter school.
 - b. School Report - Roberto provided detailed information on the school's efforts around interventions and engaging parents. (Note: Stan Shelton left the meeting.)
 - c. Enrollment - Open houses and tours have been held and will continue through open enrollment. Open enrollment ends on December 5th. Over 300 enrollment applications have been received within the last few days. The 5 year enrollment projections show a steady growth until 2022-2023 that will hinge upon the Phase II build out. Modular classrooms may need to be added to accommodate rapid growth.
 - d. ATF - Antonella stated that she is working with Liz, DeAnna and Monique to identify additional philanthropic resources. Roberto explained that they have created a "Week of Giving" and will create daily news that will start this week. Craig stated he would like to start a challenge grant that would include \$10,000 from him and \$20,000 from BBR to establish a 2:1 (donor:board) match. The Board approved creating a 2:1 (donor:grant) matching grant (Resolution BBR19-R10) to support the school's ATF fund raising efforts.
Motion to adopt: Monique Scott-Spaulling
Second: Donald Carson
Motion passed unanimously
9. Adjourn: Meeting adjourned at 11:26 am.

Minutes prepared by Michelle Day

A handwritten signature in blue ink, appearing to read "Liz Smith", written over a horizontal line.

Liz Smith
Secretary

BBR Schools, Inc.