

PELICAN EDUCATIONAL FOUNDATION

REGULAR BOARD MEETING Saturday, May 29, 2021 at 6:00 PM

DUE TO SOCIAL DISTANCING GUIDELINES, THE MEETING WILL BE HELD VIA VIDEOCONFERENCE

Members of the public may access the meeting by clicking at this [zoom link](#). A quorum of members of the Board will participate in the meeting and will be audible to the public. Members of the public may submit comments on any agenda items(s) by sending an email to boardpresident@kenilworthst.org up until 15 minutes prior to the start of the meeting.

AGENDA

Opening Items

- I. Welcome and Call to Order
- II. Attendance and Quorum
- III. Public Comments
- IV. Approval of the previous board meeting minutes – Attachment A

Information Agenda

- V. Update from the Planning & Instruction Committee
- VI. 2020-2021 Operating Budget update - Attachment B
- VII. Update on the unification process with EBRPSS
- VIII. Update from the Executive Director and the Principal – Attachment C

Action Agenda

- IX. Approval of retention and recruitment stipend for 2021-2022 – Attachment D
- X. Approval of 2021 – 2022 calendar - Attachment E
- XI. Approval of transportation vendor – Attachment F

Closing Items

- XII. Announcements
 - i. Executive Director Evaluation
 - ii. Upcoming meetings
- XIII. Adjournment

MINUTES

PELICAN EDUCATIONAL FOUNDATION REGULAR BOARD MEETING

Saturday, May 29, 2021 at 6:00 PM

DUE TO SOCIAL DISTANCING GUIDELINES, THE MEETING WAS HELD VIA VIDEOCONFERENCE ON ZOOM PLATFORM.

I. Welcome and Call to Order

These are the minutes of a regular meeting of the Board of Directors of Pelican Educational Foundation Inc. (PEF), a Louisiana non-profit corporation. This meeting was held at 6:00 p.m. on Saturday, May 29, 2021 virtually through Zoom. This meeting was called to order by Dr. Orhan Kizilkaya, the President.

II. Attendance and Quorum

Present:

Dr. O. Kizilkaya, Mr. E. Sarac, Mr. S. Uwaezoke, Ms. K. Harris, Dr. S. Wiley, Dr. M. Stafa.

Absent: Dr. O. Kazan.

Also in Attendance: Mr. H. Suzuk and Mrs. H. Regis.

III. Public Comments

No public comment.

IV. Approval of Previous Board Meeting Minutes

Motion: Approve the minutes of the board meeting held on April 17, 2021

Moved by: Dr. S. Wiley.

Seconded by: Ms. K. Harris.

Discussions: The minutes of the board meeting held on April 17, 2021 was presented and discussed. Approved unanimously.

Information Agenda

V. Update from the Planning & Instruction Committee

Planning & Instruction Committee meeting was held today, on May 29, 2021 at 5:30 PM virtually through Zoom. The participants were Ms. K. Harris, Dr. S. Wiley, Dr. O. Kizilkaya, Mr. H. Suzuk, and Mrs. H. Regis. The committee discussed the following topics:

- I. Welcome and Call to Order
- II. Audience Introductions
- III. Type I Charter School Application
- IV. EOC and ELPT Results
- V. Accountability Update
- VI. Instructional Partnerships for 2021 - 2022
- VII. Adjournment

VI. 2020-2021 Operating Budget update - Attachment B

Mr. Suzuk presented the updated actual operating budget for the 2020-2021 fiscal year as of May 28, 2021.

VII. Update on the unification process with EBRPSS

Mr. Suzuk updated the board on the unification process with EBR Public Schools.

VIII. Update from the Executive Director and the Principal - Attachment C

Mr. Suzuk and Mrs. Regis gave a verbal update to the board on school operations including the following items:

- Staffing changes
- Student Data and Academics
- 2021-2022 Student Enrollment Campaign
- Summer School Plans
- School Time Change for 2021 – 2022
- Partnerships

Action Agenda

IX. Approval of retention and recruitment stipend for 2021-2022 – Attachment D

Motion: To approve one-time retention and recruitment stipend for 2021-2022 school year which will be paid from ESSER funds.

Moved by: Ms. K. Harris.

Seconded by: Dr. S. Wiley.

Discussions: Mr. Suzuk presented that the success of Kenilworth depends on hiring and retaining highly qualified educators. Nation-wide teacher shortage on top of COVID related challenges has made it very difficult to find high quality teachers. To assist COVID related challenges, Congress has provided funding for schools through ESSER Fund. The stipend will help Kenilworth to be in a

competitive position during hiring season and help fill existing vacancies while preventing teacher losses during the school year. Recent guidelines provided by the Louisiana Department of Education regarding pandemic relief funding allowable expenditures indicates that a school system can use ESSER II funding to provide one-time stipends to address pandemic-related recruitment or retention challenges. The amounts will be as follows:

- All Kenilworth 2021 – 2022 employees except Executive Director will be eligible.
 - The stipend will be added to the annual salary
 - Full-time exempt employees who are certified or passed Praxis Content Knowledge test will receive a one-time stipend in the amount of \$2,000
 - Full-time exempt employees who are neither certified nor passed Praxis Content Knowledge test will receive a one-time stipend in the amount of \$1,000
 - All non-exempt employees will receive a one-time stipend in the amount of \$600
- Approved unanimously.

X. Approval of 2021 – 2022 calendar - Attachment E

Motion: To approve Kenilworth academic calendar for 2021-2022 School year

Moved by: Dr. M. Stafa.

Seconded by: Dr. O. Kizilkaya.

Discussions: Mr. Suzuk presented the calendar. Mr. Suzuk noted that the calendar is aligned to the EBRPSS calendar except a few minor differences. Total instructional minutes are five days longer than LDOE's requirement. Approved unanimously.

XI. Approval of transportation vendor – Attachment F

Motion: To approve Bus Transportation Services for 2021-2026 with First Student, Inc.

Moved by: Dr. Mr. E. Sarac

Seconded by: Dr. S. Wiley.

Discussions: Mr. Suzuk presented the two proposals received as a response to the RFP released last month. After evaluation two proposals, First Student's proposal was recommended to be approved. Board has some discussion. Approved unanimously.

Closing Items

XII. Announcements

- i. Executive Director Evaluation: Dr. Orhan explained the procedure for Executive Director's evaluation. Each board member will independently score the Executive Director on each evaluation criteria and then Dr. Orhan will compile and average all scorings to calculate the overall performance rating of the Executive Director.

- ii. Upcoming meetings: This meeting was the last meeting of 2020 – 2021 school year. The first meeting of the new school year will be on August 28, 2021.

XIII. Adjournment

On a motion duly made and seconded, by a vote of 6 in favor, 0 opposed, and 0 abstaining, the Board of Directors voted to adjourn the meeting.