

PELICAN EDUCATIONAL FOUNDATION

REGULAR BOARD MEETING
Saturday, December 10, 2022 at 6 PM

7600 Boone Avenue
Baton Rouge, LA, 70808

AGENDA

Opening Items

- I. Welcome and Call to Order
- II. Attendance and Quorum
- III. Public Comments
- IV. Approval of the minutes from the regular board meeting on October 15, 2022 – Attachment A

Information Agenda

- V. Update from the Planning & Instruction Committee
- VI. 2022 – 2023 Operating Budget Update - Attachment B
- VII. Update from the Executive Director and the Principal – Attachment – C
 - i. MOU with YMCA for before/after school care

Action Agenda

- VIII. Approval of mid-year staff retaining bonus
- IX. Approval of purchases greater than \$25,000 – Attachment D
- X. Approval of Special Education Camera Policy pursuant to R.S. 17:1948 – Attachment E

Closing Items

- XI. Announcements
 - i. Upcoming meetings
 - ii. Official Ethics Training requirement
 - iii. Charter Board Governance Program
- XII. Adjournment

MINUTES

PELICAN EDUCATIONAL FOUNDATION REGULAR BOARD MEETING

Saturday, December 10, 2022 at 6 PM

7600 Boone Avenue
Baton Rouge, LA, 70808

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, December 10, 2022 at 7600 Boone Ave. This meeting was called to order by Dr. Orhan Kizilkaya, the President.

II. Attendance and Quorum

Present: Dr. O. Kizilkaya, Mr. Andrew Levie, Mr. E. Sarac, and Mr. S. Cankirli.

Absent: Ms. K. Harris, Dr. S. Wiley, and Dr. O. Kazan.

Also in Attendance: Mr. H. Suzuk.

III. Public Comments

No public comment.

IV. Approval of the minutes from the regular board meeting on October 15, 2022 – Attachment A

Motion: Approve the minutes of the board meeting held on October 15, 2022

Moved by: Mr. E. Sarac.

Seconded by: Mr. S. Cankirli.

Discussions: The minutes of the board meeting held on October 15, 2022 was presented and discussed. Approved unanimously.

Information Agenda

V. Update from the Planning & Instruction Committee

The Planning & Instruction Committee meeting was held today, on December 10, 2022 at 5:30 PM at 7600 Boone Ave. The participants were Dr. O. Kizilkaya, Mr. H. Suzuk, and Mr. A. Levie (Joined at 5:45 PM). The committee discussed the following topics:

I. Welcome and Call to Order

II. Audience Introductions

- III. New Facility Development Updates
- IV. Elementary School Opening Plans
- V. Adjournment

VI. 2022 – 2023 Operating Budget Update - Attachment B

Mr. Suzuk presented the updated actual operating budget for 2022-2023 fiscal year as of November 30th, 2022.

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

Mr. Suzuk presented the report as detailed in Attachment C including the following items:

- MOU with YMCA for before/after school care,
- K-8 Enrollment plan amendment for the new charter,
- Number of applications for 2023-2024 school year, and
- Kenilworth Strategic Planning.

Action Agenda

XIII. Approval of mid-year staff retaining bonus

Motion: To approve \$500 mid-year staff retaining bonus to be paid to all employees in December.

Moved by: Mr. E. Sarac.

Seconded by: Mr. A. Levie.

Discussions: Mr. Suzuk presented the proposal of paying a stipend to all staff in December. The board discussed the amount and what other school districts are paying to recruit and retain teachers. The board decided that all employees will be paid \$500 in December. Approved unanimously.

XIV. Approval of purchases greater than \$25,000 – Attachment D

Motion: To approve the purchase of items greater than \$25,000 as presented in Attachment D.

Moved by: Dr. O. Kizilkaya.

Seconded by: Mr. E. Sarac.

Discussions: Mr. Suzuk informed the board about the purchase of Furniture and Equipment for the new school site. He presented the quotes received so far, and asked for the approval of following purchases:

- Kitchen equipment from Buckelew Food Service in the amount of \$319,185.00,
- Athletic and gym equipment from Hahn Equipment in the amount of \$93,330.00,
- Salto Door Locks from Berg Fire and Security in the amount of \$91,900.00, and
- Elementary Furniture from Hertz Furniture in the amount of \$232,407.76.

Approved unanimously.

XV. Approval of Special Education Camera Policy pursuant to R.S. 17:1948 – Attachment E

Motion: To approve Kenilworth Special Education Camera Policy pursuant to R.S. 17:1948 as presented.

Moved by: Mr. E. Sarac.

Seconded by: Mr. A. Levie.

Discussions: Mr. Suzuk informed the board that, pursuant to R.S. 17:1948, school systems are required to have a policy for the installation and operation of cameras in certain special education classrooms. He presented the policy adapted from a template provided by LAPCS. Approved unanimously.

Closing Items

VIII. Announcements

- i. Upcoming meetings: The next regular board meeting of the year will be on February 4, 2023. A special meeting may be scheduled in January regarding purchasing needs for K-8 school, if needed.
- ii. Official Ethics Training requirement: All charter school board members must complete their annual 1.0 hour of official ethics training for the Louisiana Board of Ethics by December 31, 2022.
- iii. Charter Board Governance Program: The Louisiana Department of Education (LDOE) has launched a Charter Board Governance Program in an effort to provide consultancy, intervention, robust professional development, and collaborative mentoring opportunities designed to support school leaders and charter board member efficacy. Mr. Suzuk will send a survey to all board member to see if any member is interested in the program.

IX. Adjournment

On a motion duly made and seconded by a vote of 4 in favor, 0 opposed, and 0 abstaining. The Board of Directors voted to adjourn the meeting.