



Virgil Browne Glencoe Charter School

4491 LA Hwy 83

Franklin, LA 70538

Tel: (337) 923-6900 Fax: (337) 923-6942

Alison Provost
President
Stacy Judice
Vice President

Loren M. Decuir
Director
Katie H. Bouillion
C.F.O.

Board Meeting of the Virgil Browne Glencoe Charter School Board Monday, June 24, 2024 – 6:00 PM Board Minutes

Alison Provost, President
Stephen Schmidt, Member
Sue Patrick, Member
Anna Perry, Member

Stacy Judice, Vice President
James Evans III, Member
Anthony Baham, Member

Mrs. Alison Provost called the meeting to order at 6:00 PM. Roll call: Present: Alison Provost, Stacey Judice, James Evans, Stephen Schmidt, Anna Perry, Sue Patrick, & Anthony Baham. All members were present.

Mrs. Decuir formally introduced the board to our new assistant principal, Ms. Michelle Bishop. Although she could not attend the meeting because she was away at training, Mrs. Decuir expressed her excitement about what Michelle would bring to V. B. Glencoe Charter School.

Mrs. Bouillon gave the board a report of the budget vs. the actual general fund. While the fiscal year will end in a surplus, she reminded the board that the current budgeted surplus was inflated due to the salaries for two months having to come out. Our MFP allocation was on target as projected, with a little extra. There is a \$900,000.00 budgeted surplus, and she expects the year to close near that amount.

Mrs. Provost presented the consent agenda to the board. The consent agenda includes 3. (a) approval of the official board minutes from May 20, 2024; (b) approval of the official board committee meeting minutes from May 20, 2024; (c) student fee schedule for 24-25; (d) calendar revision for 24-25; (e) coaching pay stipends for 24-25; (f) job description - educational diagnostician; and (g) approval for IT and part-time secretary positions.

Mr. Stephen Schmidt made a motion to pull (a) approval of official board minutes from May 20, 2024, for discussion, with a second made by Mrs. Anna Perry. The motion passed unanimously.

There were a few spelling and name corrections noted for the official board minutes from May 20, 2024. A motion was made for the approval of the minutes pending the corrections by Mr. Baham, with a second by Mrs. Patrick. The motion passed unanimously.





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Mr. Anthony Baham made a motion to pull (f) job description - educational diagnostician, with a second made by Mr. Stacy Judice. The motion passed unanimously.

Mr. Baham asked for clarification on the position and who it was being filled with. Mrs. Decuir explained that in the past, we've contracted with Dr. Victoria Swanson, Ph.D., who is now retiring, and she is hiring a part-time diagnostician. Due to the nature of the contract work in the past, there was no job description; however, due to new employment, she'd like to get one approved by the board. A motion was made by Mr. Judice, and a second was made by Mrs. Patrick to approve the job description. The motion passed unanimously.

Mr. Anthony Baham made a motion to pull (g) approval of IT and part-time secretary positions, with a second by Mrs. Sue Patrick. The motion passed unanimously.

Mr. Baham asked for clarification on the two positions. Mrs. Bouillion advised him and the board that we already had these two positions; however, they were funded through ESSER funds. With ESSER expiring in September 2024, we'd like to keep and fund these two positions through our general fund budget. Mr. Baham asked if the budget would sustain these two positions, to which Mrs. Bouillion advised, "Yes." The two positions will cost roughly \$70,000/year, including benefits. A motion was made by Mr. Baham, and a second was made by Mrs. Patrick to approve the motion for the two positions. The motion passed unanimously.

A motion was made by Mr. Bahamas, and a second was made by Mrs. Patrick to approve the remaining consent agenda items (b), (c), (d), and (e). The motion passed unanimously.

Mrs. Decuir presented the board with the proposed 24-25 school year uniform policy. While the policy wasn't changed, she asked for the board's permission to include a plaid option after an overwhelming interest in a survey. In addition to the plaid option for skirts/shorts, she'd like to add the option for monogrammed polo shirts. School Days in New Iberia will supply the plaid pattern items and offer a discount for our families into July. A motion to approve the policy was made by Mrs. Anna Perry, with a second by Mr. Stacey Judice. The motion passed unanimously.

Mrs. Bouillion advised the board that the contractor's final cost for the elementary campus pavilion would be \$82,300.00. We will need to purchase a permit. In addition, we'll need to move the fence approximately 10-15 feet away from the pavilion and add barbed wire. This cost was estimated to be \$3,000.00. A motion was made by Mr. Stacy Judice and seconded by Mrs. Sue Patrick to approve moving forward with this project. The motion passed unanimously.

Mrs. Bouillion advised the board that she gave information regarding the budget revisions during the report of the budget vs. the actual general fund. A motion was made by Mr. Stacy Judice and seconded by Mrs. Sue Patrick to approve the budget revisions. The motion passed unanimously.





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Mrs. Bouillion informed the board the St. Mary Parish School Board recently adopted a new payment schedule that included raises for the 2024-2025 school year. In the schedule, teachers would receive a \$1,500 raise. The schedules are very different than in the past, as some positions merged and others were reclassified. There are some challenges (for us); however, a motion was needed to approve the new schedule, should the board agree to do so, for 12-month employees. In addition, she asked the board to come back in July with some options for specific salary schedules, like paraeducators; for example, as in the current salary schedule, those with associate degrees had a decrease in salary, while those with only the para-pro assessment saw an increase. The administrative team did not believe it would be fair to give everyone else a raise and not our paras.

Mr. Stephen Schmidt made a motion to adopt the current gold book with all of our current exemptions, and we'll come back in July with further exemptions. A second was made by Mrs. Anna Perry. The motion passed unanimously.

Mrs. Decuir announced the opening of three board seats on our board beginning July 1, 2024. After being advertised on our school's website, there were no submitted intentions for the open positions. One position (Alison Provost) was a parent, and the other two (Sue Patrick and Anthony Baham) were community members. Mrs. Alison Provost, Mrs. Sue Patrick, and Mr. Anthony Baham formally announced their desire to remain on the board. Mr. Jim Evans made a motion to reelect the three current members with the understanding that we can add an additional seat in July. Stacy Judice seconded the motion. The motion passed unanimously.

Mr. Trahan informed the board that officer elections would take place at the July 2024 board meeting.

Mrs. Bouillion advised the board that the State Fire Marshal's Office is requesting - in order to put a canopy outside the middle school / high school cafeteria - a firewall or a sprinkler system, both of which would be very expensive. To avoid this, the canopy would have to be off the building and not "tied in" to the existing structure. Additionally, due to federal funding guidelines, the quotes are coming back much more than expected. Mr. Trahan advised the board that he is willing to forgo the project for this year and wait until there is enough money raised through either the raffle or the general funds to fund the project locally.

Mrs. Decuir gave the director's update. She asked the board to keep Mrs. Shannon, her family, and her mother in their thoughts and prayers. We currently have three positions left to fill, with four already being filled. The administrative team spent five days in training preparing for the new teacher and leader evaluation system that will begin in 2024-2025. A wall will be erected in the SPED classroom on the elementary campus to create a space for SPED and the math lab in order to give PE a classroom. Lastly, Mrs. Karial Arceneaux won an \$18,000 classroom

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makeover at the Louisiana Teacher Leader Conference this past month in New Orleans. LDOE will order her new classroom furniture and deliver it as soon as it arrives.

Mrs. Bouillion gave the C.F.O update. We were recently awarded a \$48,000 SafeSchool grant and a \$66,000.00 Public Safety Commission grant for LED lighting. The company will come in July to replace all of our current lighting.

The next meeting will take place on Monday, July 29, 2024.

Mr. Jim Evans made a motion to adjourn the meeting. Mr. Stephen Schmidt seconded. The motion passed unanimously.

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