



The Emerge School for Autism

Minutes

Board Meeting

Date and Time

Wednesday August 8, 2018 at 12:00 PM

Location

7784 Innovation Park Drive, Baton Rouge, LA 70820

Directors Present

C. Blaize, E. Jones-Morgan, J. Perrault, M. Juneau, R. Pettit, R. Thibodeaux, S. Broome

Directors Absent

A. Meyer, S. Waguespack

Directors who arrived after the meeting opened

S. Broome

Guests Present

J. Jones, Katie Sternberg, L. Bozard, M. Leger

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Perrault called a meeting of the board of directors of The Emerge School for Autism to order on Wednesday Aug 8, 2018 at 11:59 AM.

Guests introduced themselves.

II. Budget Presentation

A. 2018-2019 Draft Budget

J.P. introduced budget.

Leigh and Jeremy will present budget and give explanations

Jeremy said:

- A narrative of the budget and the physical budget has been distributed to board.
- Year to year from the state and school board is looking for zero budget for a non-profit/school.
- - Revenue: Base Funding- any calculations or variations with MFP (allocations from the state and to the school). Included is various types of funding and a formula is utilized to indicate the amount for students.

JP said- Recall emails sent during contract negotiations. There was a matter of confusion in emails with EBR as far as the specific number for the MFP.

Jeremy:

- Continued to review budget.

In Kind-

Federal Entitlement- Any federal money directed toward the school.

Philanthropy- fundraising

Other Local Revenue- any additional collections (dress down days, special events of school activities)

Any question with revenue?

Leigh- Are we thinking of getting Title 3 funds? We are expecting ELL learners

Jeremy- Have you received your funding allotment yet?

Leigh- shook head no

Jeremy- They should be giving you allocations for Title I, Title II. We will watch for discrepancies in provisions.

JP- We are uncertain if we will receive Title I funding.

Jeremy-

- Any other questions?
- Reviewed salary and benefits.
- Any questions than salary and benefits?

- Other than Personnel- Reviewed items under section.
- Jeremy reviewed specifically educational services, facilities, transportation, and food service.

Ryan said-

- Are the facilities a cash or non cash item?

JP said-

- Cash. I will review later on.

Jeremy

- provided explanation of food services. A negotiation is ongoing with IDEA school to provide food services for school. Negotiations are ongoing the full expense is currently at \$4 per meal per day. Further negotiations are needed to determine final contract.

Robert said-

- The contingency that is included in this line item is built into the additional contingency?

Jeremy said-

- No the contingency listed in that line item will be in addition to.

Melissa Juneau- You listed for the retirement plan as a 403b. Which company are you using?

Jeremy- I believe that it is the same as the Emerge Center.

Melissa J. - A correction is needed to indicate that the plan is a 401k not a 403b.

Jeremy- I will note the correction.

Jeremy continued to review the budget.

JP said-

- On facilities that is covered under the MOU under the Emerge Center. Natalee and Melissa got together to determine the rent per square footage and is available if anyone would like to see.
- Concerning legal. For cash flow purposes we are intending on paying the legal bill for negotiations over time.

- Transportation- Essentially 3 options were provided. EBR providing services and would be \$78,000. We received 2 additional options with assistance from 4th sector. A second A transportation option was found with Pinkens Transportation Services that would allot for a van and a aide on the van for \$17,000 including transportation and field trips..

Jeremy said-

- That is the proposed budget. Any further questions?

JP Perrault- Recognized that Sarah entered meeting

Sarah Broome-

- The only question I had was EBR not requiring health care services plans.

Leigh-

- We will be doing a per diem agreement to address IEP health care plans.

JP-

- Reviewed transportation needs.

Sarah-

- The second quote seems high based on prior knowledge. Is there any possibility to bill insurance if transportation required by IEP?

Leigh-

- We believe that is a possibility for 1 student.

Ryan said-

- If there are changes positive or negative will that variance be reflected in the budget.

Jeremy-

- Yes that will be adjusted and a narrative will be provided.

JP-

- We will not be voting on the budget today. We will vote at the next meeting.

S. Broome arrived.

III. Handbook and Contracts

A. Family Handbook

JP- We haven't received any questions or comments concerning the handbook. We have incorporated changes

Robert moves to approve Family handbook

Ryan seconds.

J. Perrault made a motion to Robert Petit.

R. Thibodeaux seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. Transportation Quotes

Sarah said- Is there any out clause if the services do not work out.

JP- No. We will be able to continue until we decide we no longer need the services.

There is no time frame notice that we have to give to discontinue services.

J. Perrault made a motion to Melissa Juneau.

S. Broome seconded the motion.

The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

Sarah- Have we received any additional information on a line of credit.

JP- We are intending on holding that discussion at a later date. Wants to be conservative and with 100k.

Melissa Juneau- We have a good relationship with a commercial bank that we feel we could approach for a line of credit for the school. We will move forward with this action.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:43 PM.

Respectfully Submitted,

J. Perrault

J. Perrault made a motion to adjourn the meeting.

C. Blaize seconded the motion.

The board **VOTED** unanimously to approve the motion.