



# The Emerge School for Autism

## Minutes

### October Board Meeting

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#### Date and Time

Wednesday October 10, 2018 at 12:00 PM

#### Location

7784 Innovation Park Drive, Baton Rouge, LA 70820

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#### Directors Present

A. Meyer, E. Jones-Morgan, J. Perrault, M. Juneau, R. Pettit, S. Waguespack

#### Directors Absent

C. Blaize, R. Thibodeaux, S. Broome

#### Guests Present

J. Jones, L. Bozard, M. Leger, Shelton Jones

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### 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 Oct 10, 2018 at 12:01 PM.

#### C. Approve Minutes

J. Perrault made a motion to approve minutes from the September Board Meeting on 09-12-18 September Board Meeting on 09-12-18.

A. Meyer seconded the motion.

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

## II. Finance

### A. Budget Update

J. Jones review budget.

- Year to date vs. actual
  - slight positive variance (\$1600)
- Food Service money
  - accurate up to date
- Budgets and salaries
  - variance in benefits
- Action to date
  - variance in curriculum in educational expenses
- Annual
  - Total revenue
    - no significant changes forecasted
    - salaries- savings from those who did not opt into benefits, maternity leave for Sped Coordinator
  - Other than personnel
    - educational services area- additional service to cover needs when Sped Coordinator is out
- Contingency
  - savings from benefits
- Year Balance Sheet
- Cash flow projections
  - projections on if everything goes right
  - through end of year no negative cash needs
  - included is restricted \$50,000 contribution

Leigh- Question about the legal fees.

JP- Any questions?

Melissa Juneau- The dip in cash in may, does that include philanthropy?

Jeremy Jones- Cash flow would change if received during that time.

Melissa Juneau- Can you use a restricted gift as cash flow? Should be reflected in cash flow. Donor intended for a specific use.

### **III. Overall School Update**

#### **A. Update on School**

Leigh gave school update.

1. Lunch- Previously we have been receiving lunch from IDEA due to discrepancies in cost for lunch, delivery or meals etc. The decision was made to press pause at this time. We are not required to serve school lunch but we would like to. The network office has reached out to resolve the issue. Hope to have an update on progress with school lunch.

2. Transportation- There will be a change in the transportation for next month. We have a family who has chosen to opt of transportation services. There were some issues with arriving on time. It seemed to be some miscommunication.

3. Calendar- EBR voted to close on November 6th to address school used as polling locations. The Emerge School will NOT close for November 6th since the school is not a polling location.

JP- Any questions?

### **IV. Planning Ahead**

#### **A. Next Year**

JP

- Need to start negotiating in February if we would like to extend the charter. The main point of negotiation would be between the Emerge Center and the School Board. If adding additional grades we would need to renegotiate the services contract. We will need to determine feasibility of next year. Jeremy has become running projections for the upcoming year. We expect that there will be a deficit going into next year.

#### **B. Location**

JP

- We are currently leasing in The Emerge Center.

- Melissa Juneau has reached out to LSU about the possibility of possibly putting modular buildings into place. The response has been positive. Feedback was provided that modular buildings could be very costly and a long term solution would be needed. The possibility of adding a building/space on to the center that would cover approximately 6,500 square feet. A rough floor plan has been created to address the needs of the school. A conversation was had with LSU to discuss the possibility of exercising our options. LSU was open to that plan and additional information is currently being sought out. Discussions are very preliminary. With the budget that the school has there are not favorable commercial leasing options.

#### **C. Board of Directors Membership**

JP

- Want people to start thinking about term of service and if there is anyone that they would like to recommend to replace or join the board. We currently have 9 board members which is manageable.

#### **V. Closing Items**

##### **A. Adjourn Meeting**

M. Juneau made a motion to adjourn the meeting.

R. Pettit seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:47 PM.

Respectfully Submitted,  
J. Perrault