

D'Arbonne Woods Charter School
9560 Hwy 33 Farmerville, LA 71241
Board Meeting Minutes
December 16, 2024, 5:30 PM

- I. Call to order/prayer/pledge.
- II. Roll call.
K Neese: Present, M. Barrios: Present, R. Willis-Present, B. Simpson: Present, D McClendon: Present
A Hudson: Absent, Anderson: Absent, L Proctor: Absent
- III. Discuss and take action to approve minutes from the Regular Meeting held November 18, 2024.
Motion: B. Simpson Second: D. McClendon Passed Unanimously
- IV. Executive Director's Report.
The portable building issue will be resolved soon. The parent company has agreed to resolve this by coming to campus or transporting at their own expense. Old Portable buildings used for fieldhouse and bathrooms will be moved tomorrow to make room for new construction. There will be several Christmas programs at the school: Band/Choir Concert, Tuesday at 5:00 PM; K-2 program, Wednesday at 8:30 AM; Drama Club, Friday at 6:00 PM. A new soccer program is underway and has had 2 wins. On 12/20, students will have virtual learning opportunities for the afternoon.
- V. Finance Report.
Jan reviewed financials with the board. The deficit that appears is due to merit pay that was paid in November. Doug advised the % of budget expended is reviewed at this time to ensure that we are on track. We are on track currently. The lunch fund shows a surplus as we just received reimbursements for August and September. In reviewing Capital Projects Fund, Jan also advised that she is creating a separate account for construction project.
- VI. Discuss and take action to approve employee resignations as listed
Motion: D. McClendon Second: B. Simpson Passed unanimously.
- VII. Discuss and take action to approve new CECP for Softball
Motion: R. Willis Second: D. McClendon Passed unanimously.
- VIII. Discuss and take action to approve job description revisions for Athletic Director, Asst. Athletic Director and Teacher.

They were revised to include a provision requiring CDL license for all these positions. For teachers, it is for those that serve as coaches as well only. DWCS will cover all costs associated with obtaining CDL.
Motion: D. McClendon Second: R. Willis Passed unanimously.

IX. Discuss and take action to approve Section A (Organization and Administration) of DWCS Policy Manual.
Pending approval by Board Attorney. We will then review and vote on it by section. We will send the Board Attorney's approved changes to company we have contracted to assist us. Jan will send us the corrected version.

Motion was made to approve pending attorney's approval.
Motion: B. Simpson Second: R. Willis Passed Unanimously

X. Discuss and take action to approve Data Protection and Recovery policies.
Motion: D. McClendon Second: B. Simpson Passed unanimously.

XI. Discuss and take action to approve 25-26 Open Enrollment Dates.
Enrollment process was discussed along with dates. It was decided that we will add a link with rules and guidelines to the enrollment process on website
Motion: B. Simpson Second: D. McClendon Passed Unanimously

XII. Discuss and take action to approve advertising bids on the new ag building and fieldhouse.
The board reviewed the bid advertisement which will be placed in the Banner Newspaper. Jan advised that the proposed 3 million budget is from our reserves and was not borrowed and had been voted on previously by the board to use for this project. The question was asked if we can go back and renegotiate if bids are above our 3 million budget for the two projects. We will see how bids come in and will address then.
Motion: R. Willis Second: B. Simpson Passed Unanimously

XIII. Discuss and take action to approve purchasing land adjacent to the school.
Doug advised that he had negotiated a price of \$102,000.
Motion was made to approve the purchase pending the Board Attorney's approval.
Motion: B. Simpson Second: R. Willis Passed Unanimously

XIV. Adjourn
Motion: D. McClendon Second: B. Simpson Passed unanimously.

J. B. [Signature]
1/27/25
Kevin S. Nease