

D'Arbonne Woods Charter School  
9560 Hwy 33 Farmerville, LA 71241

Board Meeting Minutes

Apr 28, 2025

5:30 PM

I. Call to order/prayer/pledge of allegiance.

II. Roll Call.

K Neese: Present, M. Barrios: Present, B. Simpson: Present, D McClendon: Present, A. Anderson: Present, R. Willis-Present L Proctor: Present

III. Discuss and take action to approve minutes from the Regular Meeting held on February 24, 2025.

Motion: A Anderson Second: D. McLendon Unanimously passed

IV. Executive Director's Report.

[they are adding an extra service-an online uniform store. Will be open from May-Jun. Parents can pick up at orientation. Parents can divide into 4 no interest payments. They are finishing spring sports; track is going to regional. Girls' softball is going to Sulphur for the championship. They are working on a new platform for ticketing so they can be purchased in advance. They will also begin accepting credit and debit cards at gate. It will be cashless at gate but at concession they can pay with cash or a card. There will be a \$1 fee per ticket and possibly free for senior citizens and kids under 5. He provided updates on construction. 4 days ahead of schedule on field house but had a late start on AG Building. But this is nothing major. Testing ends next Tuesday. Graduation will be on Monday, May 12<sup>th</sup> at 6:00 Pm at the Thomas Assembly Center.

He is waiting for Fire Marchal for Library building. We will make sure to take care of Susan if she has to come in in the summer.

V. Finance Report.

Jan reviewed financials with the board. She advised she is now keeping a new spreadsheet for new construction and will report on that at monthly meetings.

VI. Discuss and take action to self-certify Federal Micro-Purchase Limit to \$30,000.

This is for food service, and it came up during audit. It is recommended and follows state guidelines.

Motion: A Anderson Second: B. Simpson Unanimously passed

VII. Discuss and take action to approve new hires and resignations for the 25-26 school year. Doug provided an overview of all the hires and resignations including the new basketball coach, Lance and his wife Beth.

Motion: R. Willis Second: D. McLendon Unanimously passed

VIII. Discuss and take action to approve stipend for mentor teachers to Non-Athletic Stipend Schedule.

Schools are required to assign mentor teachers for Iteach, and we currently only have 1. DWCS needs additional teachers to become certified. The State will reimburse us for the mentor stipends.

Motion: B. Simpson Second: A. Anderson unanimously passed

- IX. Discuss and take action to approve updates to the Athletic Stipend Schedule. This is to provide pay based on hours and not games since there are sports that do not have games.

Motion: L. Proctor Second: D. McLendon Unanimously passed

- X. Discuss and take action to approve increasing the Origin Bank Visa limits. This is in regard to Visa Card used for travel. Limit is \$5000 which causes staff to easily go over limit. The board voted to approve raising limit on each card to \$15,000.

Motion: R. Willis Second: D. McLendon Unanimously passed

- XI. Discuss and take action to approve tax pay to be disbursed May 9th. Tax pay is in the budget.

Motion: B. Simpson Second: D. A. Anderson Unanimously passed

- XII. Discuss and take action to approve Revised General Fund and Special Revenue Budgets for 2024-2025.

K. Neese has reviewed. General cannot have more than 5% variance. We did have an increased count of 987. In the original budget it was 974. DWCS is to implement putting reserves into a separate account-interest bearing for long term expenses.

Motion to approve Revised General Fund: A Anderson Second: B. Simpson Unanimously passed

Motion to approve Special Revenue Budget: D. McLendon Second L. Proctor Unanimously passed

- XIII. Discuss and take action to approve resignation of Board Member Andy Hudson. Andy contacted Board President Kim Neese to offer his resignation. The board voted to accept his resignation.

Motion: A Anderson Second: D. McLendon Unanimously passed

- XIV. Discuss and take action to approve summer hours and holidays for 12-month employees. Summer hours will be 8:00 AM-3:00PM Monday -Thursday and off on July 3<sup>rd</sup>.

Motion: A Anderson Second: B. Simpson Unanimously passed

- XV. Adjourn.

