Date and Time

Wednesday, September 27, 2023 at 12:00 PM CT

Location

The Emerge Center Board Room

1. Opening Items
   a. Record Attendance
   b. Call the Meeting to Order
   c. Public comments on Minutes
   d. Approve Minutes

2. Finance
   a. Budget Update

3. Governance
   a. School Update
   b. Conflict of Interest Policy
   c. Charter Update
   d. HCS Update

4. Planning Ahead
   a. Foundation Update

5. New Business
   a. Ethics Training – All board members must complete before Dec. 31, 2023
      i. https://laethics.net/EthicsTraining/login.aspx
   b. Upcoming Board Meetings for 2023-24 School Year
      i. December 13, 2023
      ii. March 13, 2024
      iii. June 12, 2024

6. Closing Items
   a. Public Comment on Adjournment
   b. Adjourn Meeting
## The Emerge School for Autism

### Budget vs. Forecast

#### August 2023 Financial Report

**September 21, 2023 Board Meeting**

### Revenue

<table>
<thead>
<tr>
<th></th>
<th>Annual Forecast</th>
<th>Board Approved Budget</th>
<th>Difference (Bud v Forecast)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Funding</td>
<td>768,032</td>
<td>768,032</td>
<td>-</td>
</tr>
<tr>
<td>Federal Entitlement Funding</td>
<td>4,360</td>
<td>6,000</td>
<td>(1,640)</td>
</tr>
<tr>
<td>State &amp; Local Funding</td>
<td>316,800</td>
<td>300,000</td>
<td>16,800</td>
</tr>
<tr>
<td>General Operating Fundraising Need</td>
<td>150,000</td>
<td>150,000</td>
<td>-</td>
</tr>
<tr>
<td>Restricted Grants</td>
<td>-</td>
<td>15,000</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>1,254,192</td>
<td>1,224,032</td>
<td>30,160</td>
</tr>
</tbody>
</table>

### Expenses

**Salaries & Benefits**

- Instructional Salaries
  - Annual Forecast: -
  - Board Approved Budget: -
  - Difference (Bud v Forecast): -
- SPED Salaries
  - Annual Forecast: 716,015
  - Board Approved Budget: 716,015
  - Difference (Bud v Forecast): -
- General & Administrative Salaries
  - Annual Forecast: 92,597
  - Board Approved Budget: 92,597
  - Difference (Bud v Forecast): -
- Benefits
  - Annual Forecast: 132,614
  - Board Approved Budget: 132,614
  - Difference (Bud v Forecast): -

**Total Salaries & Benefits**

- Annual Forecast: 941,226
- Board Approved Budget: 941,226
- Difference (Bud v Forecast): -

**Other than Personnel**

- **Special Education OTP**
  - Curriculum
    - Annual Forecast: 6,000
    - Board Approved Budget: 6,000
    - Difference (Bud v Forecast): -
  - Software & Assessment
    - Annual Forecast: 12,432
    - Board Approved Budget: 12,432
    - Difference (Bud v Forecast): -
  - SPED Curriculum & Supplies
    - Annual Forecast: 7,250
    - Board Approved Budget: 7,250
    - Difference (Bud v Forecast): -
  - Equipment & Furniture (Non-Capital)
    - Annual Forecast: 1,000
    - Board Approved Budget: 1,000
    - Difference (Bud v Forecast): -
  - Utilities
    - Annual Forecast: 14,152
    - Board Approved Budget: 14,152
    - Difference (Bud v Forecast): -
  - Security
    - Annual Forecast: 636
    - Board Approved Budget: 636
    - Difference (Bud v Forecast): -
  - Custodial & Maintenance
    - Annual Forecast: 38,707
    - Board Approved Budget: 38,707
    - Difference (Bud v Forecast): -
  - Insurance
    - Annual Forecast: 25,000
    - Board Approved Budget: 25,000
    - Difference (Bud v Forecast): -
  - Student & Family Activities
    - Annual Forecast: 500
    - Board Approved Budget: 500
    - Difference (Bud v Forecast): -
  - Teacher & Staff Recruiting
    - Annual Forecast: 1,000
    - Board Approved Budget: 1,000
    - Difference (Bud v Forecast): -
  - Professional Development
    - Annual Forecast: 29,675
    - Board Approved Budget: 14,675
    - Difference (Bud v Forecast): (15,000)
  - Legal
    - Annual Forecast: 4,000
    - Board Approved Budget: 1,000
    - Difference (Bud v Forecast): (3,000)
  - Business Dues, Fees & Licenses
    - Annual Forecast: 7,000
    - Board Approved Budget: 7,000
    - Difference (Bud v Forecast): -
  - Office Supplies
    - Annual Forecast: 1,500
    - Board Approved Budget: 1,500
    - Difference (Bud v Forecast): -
  - Finance, HR & Ops Support
    - Annual Forecast: 46,350
    - Board Approved Budget: 45,000
    - Difference (Bud v Forecast): (1,350)
  - Health Consultants
    - Annual Forecast: 7,523
    - Board Approved Budget: 6,795
    - Difference (Bud v Forecast): (728)
  - Technology Consultants & Supplies
    - Annual Forecast: 16,568
    - Board Approved Budget: 16,568
    - Difference (Bud v Forecast): -
  - Other Administration
    - Annual Forecast: 30,611
    - Board Approved Budget: 30,611
    - Difference (Bud v Forecast): -

**Total Other than Personnel**

- Annual Forecast: 254,034
- Board Approved Budget: 233,955
- Difference (Bud v Forecast): (20,078)

**Non-Operating Expenses**

- Depreciation
  - Annual Forecast: 16,608
  - Board Approved Budget: 16,608
  - Difference (Bud v Forecast): -
- Contingency
  - Annual Forecast: 21,481
  - Board Approved Budget: 21,481
  - Difference (Bud v Forecast): -

**Total Non-Operating Expenses**

- Annual Forecast: 38,089
- Board Approved Budget: 38,089
- Difference (Bud v Forecast): -

**Total Expenses**

- Annual Forecast: 1,233,348
- Board Approved Budget: 1,213,270
- Difference (Bud v Forecast): (20,078)

**NET SURPLUS (DEFICIT)**

- Annual Forecast: 20,843
- Board Approved Budget: 10,762
- Difference (Bud v Forecast): 10,082

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*Internal Use Only - Unaudited*
The Emerge School for Autism  
August 2023 Financial Report  

September 21, 2023 Board Meeting  

<table>
<thead>
<tr>
<th>Revenue</th>
<th>Annual Forecast</th>
<th>Actual YTD</th>
<th>Remaining $</th>
<th>Remaining %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base Funding</td>
<td>768,032</td>
<td>127,739</td>
<td>640,292</td>
<td>83%</td>
</tr>
<tr>
<td>Federal Entitlement Funding</td>
<td>4,360</td>
<td>-</td>
<td>4,360</td>
<td>100%</td>
</tr>
<tr>
<td>State &amp; Local Funding</td>
<td>316,800</td>
<td>34,140</td>
<td>282,660</td>
<td>89%</td>
</tr>
<tr>
<td>General Operating Fundraising Need</td>
<td>150,000</td>
<td>5,671</td>
<td>144,330</td>
<td>96%</td>
</tr>
<tr>
<td>Restricted Grants</td>
<td>15,000</td>
<td>-</td>
<td>15,000</td>
<td>100%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>1,254,192</strong></td>
<td><strong>167,550</strong></td>
<td><strong>1,086,642</strong></td>
<td><strong>87%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaries &amp; Benefits</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPED Salaries</td>
<td>716,015</td>
<td>64,249</td>
<td>651,766</td>
<td>91%</td>
</tr>
<tr>
<td>General &amp; Administrative Salaries</td>
<td>92,597</td>
<td>17,782</td>
<td>74,815</td>
<td>81%</td>
</tr>
<tr>
<td>Benefits</td>
<td>132,614</td>
<td>456</td>
<td>116,227</td>
<td>88%</td>
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<tr>
<td><strong>Total Salaries &amp; Benefits</strong></td>
<td><strong>941,226</strong></td>
<td><strong>98,418</strong></td>
<td><strong>842,808</strong></td>
<td><strong>90%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other than Personnel</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Special Education OTP</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curriculum</td>
<td>6,000</td>
<td>331</td>
<td>5,669</td>
<td>94%</td>
</tr>
<tr>
<td>Software &amp; Assessment</td>
<td>12,432</td>
<td>2,096</td>
<td>10,336</td>
<td>83%</td>
</tr>
<tr>
<td>SPED Curriculum &amp; Supplies</td>
<td>7,250</td>
<td>957</td>
<td>6,293</td>
<td>87%</td>
</tr>
<tr>
<td>Equipment &amp; Furniture (Non-Capital)</td>
<td>1,000</td>
<td>456</td>
<td>544</td>
<td>54%</td>
</tr>
<tr>
<td>Utilities</td>
<td>14,152</td>
<td>1,839</td>
<td>12,313</td>
<td>87%</td>
</tr>
<tr>
<td>Security</td>
<td>636</td>
<td>83</td>
<td>553</td>
<td>87%</td>
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<tr>
<td>Custodial &amp; Maintenance</td>
<td>38,707</td>
<td>8,441</td>
<td>30,267</td>
<td>78%</td>
</tr>
<tr>
<td>Insurance</td>
<td>25,000</td>
<td>3,711</td>
<td>21,289</td>
<td>85%</td>
</tr>
<tr>
<td>Student &amp; Family Activities</td>
<td>500</td>
<td>-</td>
<td>500</td>
<td>100%</td>
</tr>
<tr>
<td>Teacher &amp; Staff Recruiting</td>
<td>1,000</td>
<td>-</td>
<td>1,000</td>
<td>100%</td>
</tr>
<tr>
<td>Professional Development</td>
<td>29,675</td>
<td>7,019</td>
<td>22,656</td>
<td>76%</td>
</tr>
<tr>
<td>Legal</td>
<td>4,000</td>
<td>3,160</td>
<td>840</td>
<td>21%</td>
</tr>
<tr>
<td>Business Dues, Fees &amp; Licenses</td>
<td>7,000</td>
<td>876</td>
<td>6,124</td>
<td>87%</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>1,500</td>
<td>170</td>
<td>1,330</td>
<td>89%</td>
</tr>
<tr>
<td>Finance, HR &amp; Ops Support</td>
<td>46,350</td>
<td>7,725</td>
<td>38,625</td>
<td>83%</td>
</tr>
<tr>
<td>Health Consultants</td>
<td>7,523</td>
<td>1,254</td>
<td>6,269</td>
<td>83%</td>
</tr>
<tr>
<td>Technology Consultants &amp; Supplies</td>
<td>16,568</td>
<td>2,099</td>
<td>14,469</td>
<td>87%</td>
</tr>
<tr>
<td>Athletic Expenses</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
</tr>
<tr>
<td>Other Instruction</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0%</td>
</tr>
<tr>
<td>Other Administration</td>
<td>30,611</td>
<td>5,375</td>
<td>25,236</td>
<td>82%</td>
</tr>
<tr>
<td><strong>Total Other than Personnel</strong></td>
<td><strong>254,034</strong></td>
<td><strong>46,377</strong></td>
<td><strong>207,657</strong></td>
<td><strong>82%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Non-Operating Expenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation</td>
<td>16,608</td>
<td>2,768</td>
<td>13,840</td>
<td>83%</td>
</tr>
<tr>
<td><strong>Total Non-Operating Expenses</strong></td>
<td><strong>38,089</strong></td>
<td><strong>2,768</strong></td>
<td><strong>35,321</strong></td>
<td><strong>93%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Expenses</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>1,233,348</strong></td>
<td><strong>147,563</strong></td>
<td><strong>1,085,786</strong></td>
<td><strong>88%</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET SURPLUS (DEFICIT)</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>20,843</strong></td>
<td><strong>19,987</strong></td>
<td><strong>(856)</strong></td>
<td></td>
</tr>
</tbody>
</table>
### The Emerge School for Autism

#### Balance Sheet

**August 2023 Financial Report**

**September 21, 2023 Board Meeting**

<table>
<thead>
<tr>
<th></th>
<th>June 30, 2023</th>
<th>August 31, 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Equivalents</td>
<td>760,956</td>
<td>1,133,625</td>
</tr>
<tr>
<td>Federal Accounts Receivable</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>State &amp; Local Gov't Accounts Receivable</td>
<td>518,430</td>
<td>94,325</td>
</tr>
<tr>
<td>Prepaid Expenses</td>
<td>209</td>
<td>4,826</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>1,279,594</td>
<td>1,232,775</td>
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<tr>
<td><strong>Non-Current Assets</strong></td>
<td>33,647</td>
<td>30,880</td>
</tr>
<tr>
<td><strong>Fixed Assets, net of depreciation</strong></td>
<td>33,647</td>
<td>30,880</td>
</tr>
<tr>
<td><strong>Total Non-Current Assets</strong></td>
<td>33,647</td>
<td>30,880</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>1,313,242</td>
<td>1,263,655</td>
</tr>
<tr>
<td><strong>Liabilities &amp; Equity</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>7,892</td>
<td>12,660</td>
</tr>
<tr>
<td>Accrued Expenses</td>
<td>23,396</td>
<td>27,610</td>
</tr>
<tr>
<td>Accrued Payroll</td>
<td>78,578</td>
<td>23</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>15,000</td>
<td>15,000</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>124,866</td>
<td>55,292</td>
</tr>
<tr>
<td><strong>Non-Current Liabilities</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Non-Current Liabilities</strong></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>124,866</td>
<td>55,292</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net Assets</td>
<td>740,365</td>
<td>1,188,376</td>
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<tr>
<td>Net Surplus/(Deficit)</td>
<td>448,011</td>
<td>19,987</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td>1,188,376</td>
<td>1,208,363</td>
</tr>
<tr>
<td><strong>Total Liabilities &amp; Equity</strong></td>
<td>1,313,242</td>
<td>1,263,655</td>
</tr>
</tbody>
</table>

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The Emerge School for Autism

School Board Meeting Minutes

Wednesday, June 21, 2023

Date and Time

Wednesday, June 21, 2023 at 12:00 PM CT

Location

The Emerge Center Board Room

1. Opening Items
   a. Record Attendance:
      i. Charles Blaize, Robert Petit, Cal Ebey, Erica Jones-Morgan, Deanna Whittle, Shelton Jones, Linda Brown, Stacie Landry
   b. Call the Meeting to Order
   c. Public comments on Minutes – No comments
   d. Approve Minutes – Cal Ebey made a motion to approve minutes, Robert Petit second the motion

      Minutes approved

2. Finance
   a. Budget Update
      i. Stacie reminded everyone that the budget that was presented at the last board meeting is up to be approved.
   b. Vote to approve budget for 2023-24
      i. Charles Blaize asked for a vote to approve the budget. The vote was a unanimous quorum to approve the 2023-24 budget.
      ii. Stacie Landry continued with a presentation of the financials. She reviewed the end of the year numbers and noted that because we had received the High Cost Services funds, the school was in good shape.
There was a discussion regarding diversification of funds to multiple accounts to remain insured in FDIC limits. Deanna and Charles will be looking at options to present in the future. (Financials attached)

3. Governance

   a. School Update

   i. Linda gave an update on the school. 14 new students will be joining the school for the fall 2023. Camp is in full swing and students are enjoying some fun exciting activities each day. The school is working with the Foundation team for grants to support to continue the enrichment program. Thanks to some wonderful volunteers from ExxonMobil, our school will be painted this summer. We are excited about the upcoming school year.

   b. Charter contract Update: Approval of New Mission Statement Vote

   i. The board approved the new mission statement to better reflect the mission of the school. Unanimous approval.

   c. Guiding Principles

   i. Linda reviewed the new guiding principles to better show how our school achieves its mission, more about what we do for our students.

   d. Enrollment Requirements

   i. The enrollment requirements listed on our school website are being revisited and rewritten to better reflect our requirements for admission. The EBR attorney is reviewing the changes and will be in contact soon regarding his recommendations.

4. Planning Ahead

   a. Foundation Update

   i. Shelton Jones reviewed the giving store and starting a blog to reflect the needs of the school with regards to transitions. She went over the success of the Gala and noted many new participants and new
donors. Upcoming events: Project Puzzle in September and the Reception for volunteer activist in August.

5. New Business  
      Charles Blaize
      
      a. Current Board Members:
      i. Charles Blaize, Cal Ebey, Alice Hopkins, Erica Jones Morgan, Robert Petit, Danielle Ragas, David Thompson, Stephen Waguespack, Deanna Whittle
      
      b. Resignation – Stephen Waguespack
      
      c. New Board Members
      i. Charles discussed the need for a new board member to replace Stephen Waguespack. Possible new member will be presented at the September board meeting. Cal Ebey will be the new board secretary.
      
      d. Next Board Meetings – Tentative
      i. September 13, 2023
      ii. December 13, 2023
      iii. March 13, 2024
      iv. June 12, 2024

6. Closing Items
      
      a. Public Comment on Adjournment – No comments  
      Charles Blaize
      
      b. Adjourn Meeting
      i. Cal Ebey moved to adjourn the meeting and Erica Jones Morgan 2nd the motion.
      ii. Meeting was Adjourned.