

PELICAN EDUCATIONAL FOUNDATION

REGULAR BOARD MEETING

Sunday, August 24, 2025 at 4:00 PM

8716 Siegen Ln
Baton Rouge, LA, 70810

AGENDA

Notice: In accordance with the Americans with Disabilities Act, any individual with a disability who requires reasonable accommodations to attend or participate in this meeting may request assistance by contacting info@kenilworthst.org

Opening Items

- I. Welcome and Call to Order
- II. Attendance and Quorum
- III. Public Comments
- IV. Approval of the minutes from the regular board meeting on May 18, 2025 – Attachment A

Information Agenda

- V. Update from the Finance Committee & Budget Hearing - Attachment B
- VI. Update from the Executive Director & Team – Attachment C

Action Agenda

- VII. Approval of the Operating Budget for the 2025–2026 Fiscal Year – Attachment D
- VIII. Approval of the Board Meeting Calendar for the 2025–2026 School Year – Attachment E
- IX. Approval of Engagement with CPA Firm for 2024–2025 Fiscal Year Audits – Attachment F
- X. Approval of Material Amendment Request to Expand Grades Served – Attachment G
- XI. Review and Adoption of Internet Safety Policy & Technology Protection Measures (CIPA Compliance) – Attachment H
- XII. Approval to Engage Building Hope for Project Management of High School Expansion – Attachment I

Closing Items

- XIII. Announcements
 - i. Upcoming meetings
 - ii. LAPCS Conference
- XIV. Adjournment

MINUTES

PELICAN EDUCATIONAL FOUNDATION REGULAR BOARD MEETING

Sunday, August 24, 2025 at 4:00 PM
8716 Siegen Ln, Baton Rouge, LA, 70810

I. Welcome and Call to Order

These are the minutes of a regular meeting of the Board of Directors of Pelican Educational Foundation Inc. (PEF), a Louisiana non-profit corporation. This meeting was held at 4:10 p.m. on Sunday, August 24, 2025 at 8716 Siegen Ln. This meeting was called to order by Dr. Orhan Kizilkaya, the President.

II. Attendance and Quorum

Present: Dr. O. Kizilkaya, Mr. S. Masarath, Ms. M. Kilic, and Mr. A. Akinci.

Absent: Dr. S. Wiley, Dr. O. Kazan, and Ms. V. Valdez.

Also in Attendance: Mr. H. Suzuk.

III. Public Comments

No public comment.

IV. Approval of the minutes from the regular board meeting on May 18, 2025 – Attachment A

Motion: To approve the minutes of the board meeting held on May 18, 2025.

Moved by: Dr. O. Kizilkaya.

Seconded by: Mr. S. Masarath.

Discussion: The minutes of the board meeting held on May 18, 2025 were presented and discussed. The motion was unanimously approved.

Information Agenda

V. Update from the Finance Committee & Budget Hearing

The Finance Committee & Budget Hearing meeting was held on Sunday August 24, 2025 at 3:30 PM at 8716 Siegen Ln. The participants were Mr. S. Masarath, Mr. A. Akinci, Mr. M. Kandil, and Mr. H. Suzuk. The committee discussed the following topics:

- I. Welcome and Call to Order
- II. Audience Introductions
- III. Differentiated Compensation Allocation & Certificated and Support Staff Stipends

- IV. 2024 – 2025 Financial Statement
- V. 2025 – 2026 Operating Budget
- VI. Public Budget Hearing
- VII. Adjournment

VI. Update from the Executive Director and the Team – Attachment C

Mr. Suzuk presented the report as detailed in Attachment C including the following items:

- Staffing Update
- Student Enrollment/Demographics Data
- LEAP Results
- NSBR Planning Grant
- High School Expansion Status

Action Agenda

VII. Approval of the Operating Budget for the 2025–2026 Fiscal Year – Attachment D

Motion: To approve the operating budget for the 2025–2026 fiscal year as presented.

Moved by: Ms. M. Kilic.

Seconded by: Mr. A. Akinci.

Discussion: Mr. Suzuk presented the proposed initial budget for the 2025–2026 fiscal year. The budget is based on an enrollment projection of 720 students and is forecasted to close with about \$150K balance. After review and discussion, the Board unanimously approved the budget.

VIII. Approval of the Board Meeting Calendar for the 2025–2026 School Year – Attachment E

Motion: To approve the board meeting calendar for the 2025–2026 school year as presented.

Moved by: Dr. O. Kizilkaya.

Seconded by: Mr. S. Masarath.

Discussion: The proposed board meeting calendar was reviewed. The Board will meet six times during the year: October, December, February, April, May, and August. Special board meetings may be called as needed. The calendar was unanimously approved.

IX. Approval of Engagement with CPA Firm for 2024–2025 Fiscal Year Audits – Attachment F

Motion: To approve the engagement with CRI CPA firm for 2024-2025 Fiscal Year Audits.

Moved by: Mr. A. Akinci.

Seconded by: Dr. O. Kizilkaya.

Discussion: The Board discussed the firm's qualifications and prior performance. The Pelican Educational Foundation has worked with CRI CPA firm for more than 10 years for its required annual financial audits and has been consistently pleased with the services provided. A statewide

Agreed-Upon Procedures (AUP) audit will not be required this year since no exceptions were noted in the prior year. The motion was unanimously approved.

X. Approval of Material Amendment Request to Expand Grades Served – Attachment G

Motion: To approve the material amendment request to expand the grades served by Pelican Educational Foundation.

Moved by: Dr. O. Kizilkaya.

Seconded by: Mr. S. Masarath.

Discussion: Mr. Suzuk informed the Board that in order to open a high school, the charter contract requires a material amendment. Kenilworth meets the baseline qualifications for a material amendment through the Louisiana Department of Education (LDOE). If the LDOE denies the request, the Board may seek approval from the Board of Elementary and Secondary Education (BESE). The Board reviewed the material amendment request along with updated enrollment figures. The motion was unanimously approved.

XI. Review and Adoption of Internet Safety Policy & Technology Protection Measures (CIPA Compliance) – Attachment H

Motion: To adopt the Internet Safety Policy and Technology Protection Measures to ensure CIPA compliance.

Moved by: Mr. S. Masarath.

Seconded by: Ms. M. Kilic.

Discussion: The Board reviewed the Internet Safety Policy and Technology Protection Measures. The policy addresses content filtering, monitoring of minors' online activity, internet safety education, and restrictions on access to harmful materials. No public comments were received. The motion was unanimously approved.

XII. Approval to Engage Building Hope for Project Management of High School Expansion – Attachment I

Motion: To engage Building Hope for project management services related to the high school expansion.

Moved by: Dr. O. Kizilkaya.

Seconded by: Mr. A. Akinci.

Discussion: The Board discussed the scope of services and the benefits of partnering with Building Hope. Building Hope successfully completed the current facility on time and within budget, and the Board expressed confidence in their ability to manage the high school expansion project. The motion was unanimously approved.

Closing Items

XIII. Announcements

- i. Upcoming Meetings: The next regular board meeting is scheduled for October 5, 2025.
- ii. LAPCS Conference: The annual LAPCS Conference will be held in New Orleans on December 11, 2025. Mr. Suzuk invited board members to attend.

XIV. Adjournment

On a motion duly made and seconded by a vote of 4 in favor, 0 opposed, and 0 abstaining. The Board of Directors voted to adjourn the meeting.