

PELICAN EDUCATIONAL FOUNDATION

REGULAR BOARD MEETING

Sunday, August 23, 2026 at 1:30 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 accommodation to attend or participate in this meeting may request assistance by contacting us at info@kenilworthst.org

Opening Items

- I. Welcome and Call to Order
- II. Attendance and Determination of Quorum
- III. Public Comment on Agenda Items (3 minutes per speaker)
- IV. Approval of Minutes from the Regular Board Meeting (May 17, 2026) – Attachment A
- V. Approval of Minutes from the Special Board Meeting (June 24, 2026) – Attachment B

Information Agenda

- VI. Update from the Finance Committee
- VII. Update from the Executive Director & Team – Attachment C

Action Agenda

- VIII. Approval of the Operating Budget for the 2026–2027 Fiscal Year – Attachment D
- IX. Approval of the Board Meeting Calendar for the 2026–2027 School Year – Attachment E
- X. Approval of Updated Employee Handbook – Attachment F
- XI. Approval of Updated KEEP (Kenilworth Employee Education Program) Handbook – Attachment G
- XII. Approval of the Pelican Educational Foundation Board Remote Participation and Electronic Meeting Policy — Attachment H
- XIII. Approval of Kenilworth Science and Technology Academy Succession Plan - Attachment I
- XIV. Adoption of Louisiana Compliance Questionnaire for FY 2025-2026 Audit - Attachment J
- XV. Election of a New Board Treasurer

Closing Items

- XVI. Announcements
 - i. Upcoming meetings
 - ii. LDOE Charter Refresher Trainings
 - iii. LAPCS 2026 Conference
- XVII. Adjournment

MINUTES

PELICAN EDUCATIONAL FOUNDATION REGULAR BOARD MEETING

Sunday, August 23, 2026 at 1:30 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 nonprofit corporation. The meeting was called to order at 2:15 p.m. on Sunday, August 23, 2026, at 8716 Siegen Ln, Baton Rouge, Louisiana, by Mr. S. Masarath, President.

II. Attendance and Quorum

Present: Mr. S. Masarath, Ms. M. Kilic, Ms. V. Valdez, Mr. A. Sharifov and Mr. A. Akinci.

Absent: Ms. T. Rivers and Dr. O. Mermer.

Also in attendance: Mr. H. Suzuk.

A quorum was present.

III. Public Comments

No public comment.

IV. Approval of Minutes from the Regular Board Meeting (May 17, 2026) – Attachment A

Motion: To approve the minutes of the May 17, 2026 regular board meeting.

Moved by: Mr. S. Masarath

Seconded by: Ms. M. Kilic

Discussion: The minutes of the board meeting held on May 17, 2026 were presented and discussed. The motion was unanimously approved.

V. Approval of Minutes from the Special Board Meeting (June 25, 2026) – Attachment B

Motion: To approve the minutes of the June 25, 2026 special board meeting as amended.

Moved by: Mr. S. Masarath

Seconded by: Mr. A. Akinci

Discussion: The Board reviewed and discussed the minutes of the June 25, 2026, special Board meeting. The agenda incorrectly identified the prior meeting as a regular Board meeting held on June 24, 2026. The prior meeting was a special Board meeting held on June 25, 2026. This clerical error was corrected in the preparation of these minutes. The motion was unanimously approved.

Information Agenda

VI. Update from the Finance Committee

The Finance Committee meeting was held on Sunday, August 23, 2026, at 1:00 p.m. at 8716 Siegen Ln. Participants included Mr. S. Masarath, Ms. V. Valdez, Mr. A. Sharifov, Mr. A. Akinci, and Mr. H. Suzuk. The committee discussed the following topics:

1. Welcome and Call to Order
2. Audience Introductions
3. Kenilworth High School Construction Budget and Financing Update
4. Review of the 2025–2026 Financial Statements
5. Review of the Proposed 2026–2027 Operating Budget
6. Public Hearing on the Proposed 2026–2027 Operating Budget
7. Adjournment

VII. Update from the Executive Director & the Team – Attachment C

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

- Staffing Update
- Student Enrollment Data
- Parent Complaints
- LEAP Scores
- NWEA Reports
- 2025 DSCR Calculation Issue & Resolution
- Financial Advisor Contract
- High School Updates
- Board Training – LDOE Charter Refresher

Action Agenda

VIII. Approval of the Operating Budget for the 2026–2027 Fiscal Year – Attachment D

Motion: To approve the Pelican Educational Foundation operating budget for the 2026–2027 fiscal year as presented in Attachment D.

Moved by: Mr. S. Masarath

Seconded by: Mr. A. Sharifov

Discussion: Mr. Suzuk presented the proposed budget, which was based on an enrollment of 775 students. He reported that current enrollment was 813 students and that the 2026-2027 budget was projected to end with a surplus exceeding \$500,000 due to strong enrollment. Following discussion, the motion was unanimously approved.

- IX. Approval of the Board Meeting Calendar for the 2026–2027 School Year – Attachment E
Motion: To approve the Pelican Educational Foundation Board meeting calendar for the 2026–2027 school year as amended in Attachment E.
Moved by: Ms. V. Valdez
Seconded by: Ms. M. Kilic
Discussion: The Board amended the calendar to reschedule the February 7, 2027, meeting to January 31, 2027, due to the Mardi Gras break. The motion was unanimously approved.
- X. Approval of Updated Employee Handbook – Attachment F
Motion: To approve the updated Kenilworth Science and Technology Academy Employee Handbook for the 2026–2027 school year as presented in Attachment F.
Moved by: Mr. S. Masarath
Seconded by: Mr. A. Akinci
Discussion: Mr. Suzuk presented the updated Employee Handbook. He explained that previously approved policy changes had been incorporated into the handbook and that the provisions addressing paid long-term leave had been updated. Following discussion, the motion was unanimously approved.
- XI. Approval of Updated KEEP (Kenilworth Employee Education Program) Handbook – Attachment G
Motion: To approve the updated KEEP (Kenilworth Employee Education Program) Handbook as presented in Attachment G.
Moved by: Mr. S. Masarath
Seconded by: Ms. V. Valdez
Discussion: Mr. Suzuk presented the updated KEEP Handbook. He explained that the program supports qualified teachers seeking certification or an advanced professional degree. In exchange for this support, participants agree to remain employed at Kenilworth for a specified period, which supports teacher retention. Following discussion, the motion was unanimously approved.
- XII. Approval of the Pelican Educational Foundation Board Remote Participation and Electronic Meeting Policy — Attachment H
Motion: To adopt the Pelican Educational Foundation Board Remote Participation and Electronic Meeting Policy as presented in Attachment H.
Moved by: Mr. S. Masarath
Seconded by: Ms. M. Kilic
Discussion: Following discussion, the motion was unanimously approved.

- XIII. Approval of Kenilworth Science and Technology Academy Succession Plan - Attachment I
Motion: To approve the Kenilworth Science and Technology Academy Succession Plan as amended in Attachment I.
Moved by: Mr. A. Akinci
Seconded by: Mr. S. Masarath
Discussion: Mr. Suzuk presented the succession plan. The Board amended the plan to require the Executive Director to prepare an updated emergency contact list each year and provide it to the Board President for distribution to Board members. Following discussion, the motion was unanimously approved.
- XIV. Adoption of Louisiana Compliance Questionnaire for FY 2025-2026 Audit - Attachment J
Motion: To adopt the Louisiana Compliance Questionnaire for the fiscal year ended June 30, 2026, as presented in Attachment J.
Moved by: Mr. S. Masarath
Seconded by: Mr. A. Sharifov
Discussion: The Board reviewed the questionnaire, and Board members verified and updated their contact information. The motion was unanimously approved.
- XV. Election of a New Board Treasurer
Discussion: The floor was opened for nominations. Mr. A. Sharifov, Ms. M. Kilic, and Mr. A. Akinci were nominated. Mr. A. Sharifov and Ms. M. Kilic declined their nominations. The Board unanimously approved the election of Mr. A. Akinci as Board Treasurer.

Closing Items

- XVI. Announcements
- i. Upcoming Meeting: The next regular Board meeting is scheduled for October 4, 2026.
 - ii. LDOE Charter Refresher Trainings: Mr. Suzuk reminded Board members that LDOE will hold a Charter Refresher event on September 15, 2026, which will include training for Board members.
 - iii. LAPCS 2026 Conference: The 2026 Louisiana Public Charter Schools Conference will be held on December 10, 2026 in New Orleans, Louisiana. Mr. Suzuk invited Board members to attend.
- XVII. Adjournment
There being no further business, upon a motion duly made and seconded, the meeting was adjourned at 4:50 p.m. by a vote of 5 in favor, 0 opposed, and 0 abstaining.