

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: April 6, 2017

TIME: 9:00 A.M.

PLACE: Thibodaux Wellness Center, 5th Floor

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, Dr. Cleve Hill, J.J. Buquet, Alex Arceneaux, and Crystal Guillot

Also present were Rebecca Walker, Linda Musson, Dr. Jim Barr, Suzy Bourg, Warren Triche (arrived at 9:45), and Janice Fabregas who took the minutes.

Absent: Andrea Bollinger-Giardina, Dr. Angelle Hebert, and Wendie Darcey

AGENDA	RECOMMENDATION
1. Call to Order	J. Giardina called the meeting to order at 9:00 A.M.
2. Roll Call	J. Giardina called the roll, and a sign-in sheet was passed around.
3. Approval of the Minutes	The Minutes of March 9, 2017, were presented. The Minutes of March 9, 2017, were accepted as presented.
4. Board Training/Special Guest Presentation	Special Guest Speaker , Ms. Ann E. Heslin, Advancement Consultant and Event Production Specialist/President, Fabulous Fêtes, LLC—Special Event Production and Non-Profit Consulting Services, could not attend and will be at the next MAX Board meeting on May 11, 2017.
5. Teacher Representative Report	Teacher representative Suzanne Cavalier, ELA Grades 6-8, was unable to attend the meeting due to state testing demands but sent the following report to the Board members: <ul style="list-style-type: none"> • Students are using the new Chromebooks and enjoying the new use of technology. • Teachers are using the Chromebooks to enhance the learning in their classes. • Students have completed the ELA section of the LEAP. • The math section will begin on Friday, April 7th. • Field Day/ Fun Day will be held on Thursday, April 13th.
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. Bourg presented the February 2017 financial statements. • S. Bourg went over the financials. <p>Grants: Dr. Jim Barr reported on the following:</p> <ul style="list-style-type: none"> • The Bayou Community Foundation sent a letter of no acceptance for the proposed marketing plan and counselor request that was recently submitted to them. • The Entergy Grant will be submitted this week. • The New Orleans Foundation will announce the special funding this month. • Dr. Barr sent out an email to the Board members regarding

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p> <p><u>Note:</u> Motion on calendar was scheduled for Agenda Item #8 but took place a bit early.</p>	<p>the Freeman Foundation.</p> <p>Building & Sites Representative Report: B. Aucoin reported on the following:</p> <ul style="list-style-type: none"> The city sent a letter regarding the outside placement of a lockbox with a key inside to be used for emergencies. <ul style="list-style-type: none"> S. Bourg has someone coming to install this box at a cost of \$350. <p>Ad-Hoc Committee/Coordinator Reports/Updates Progress of Memorandum of Understanding (MOU) –</p> <ul style="list-style-type: none"> Dr. A. Davis reported that the most recent MOU draft submitted by MAX needs to be reviewed and addressed by a special team at Nicholls. Dr. Davis will re-send the most recent draft of the MOU to Board member Alex Arceneaux to re-acquaint him with the MOU. It was requested that a motion be made to accept the proposed 2017-2018 Academic Calendar. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none"> Publicity on MAX Charter School’s 9th Annual “Race for Their Future” 5-K Race Fest has been a bit sporadic. Due to the fact that the fest had to be postponed/re-scheduled until May 21, publicity will have to be re-advertised. March 2017 - <i>Bayou Catholic</i> contained an article and pictures of the dedication ceremony held on Sunday, February 12, 2017, at Vanderbilt Catholic High School to honor Dianne Mader Savoie for her work with students with dyslexia. Friday, March 10, 2017 – Two photos, one taken at the MAX Board meeting of guest speaker Ms. Mary Elizabeth Evans and the other taken at the annual review by LDOE official Ms. Delaina Larocque, were sent to local publications. Wednesday, March 22, 2017 – Board members were sent an email notification that contained an invitation to Nicholls State University Alumni Federation’s 2017 Awards for Excellence honoring the recipients and Hall of Fame honorees. Congratulations, Jake Giardina, for being selected to receive the Harvey Peltier Award. Saturday, March 25, 2017 – The 9th Annual “Race for Their Future” 5-K Race Fest was postponed due to inclement weather. As a consequence publicity on the re- 	<ul style="list-style-type: none"> At least two (2) teachers expressed interest. A motion was made by K. Chauvin, seconded by Dr. C. Hill, to approve the 2017-2018 Academic Calendar as presentedMotion was passed unanimously.
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scheduled event will be continued.

8. Other Reports

Principal's Report (See Attached Copy):

R. Walker reported on the following:

- Students from ED White came to the MAX on March 22 to tutor some students. It was a wonderful experience for all.
- The current population for the 2017-2018 school year is **120** students. There are twelve (**12**) new students and twenty-four (**24**) students on the wait list.
- The **Intent to Return Forms** have been returned from the MAX staff.
- There are currently four (**4**) teachers in “middle school” for **44** students.
 - In 2017-2018 there will be thirty-seven (**37**) students and three (**3**) teachers.
- Plans are to make shifts to accommodate the anticipated twenty-two (**22**) special education students for the 2017-2018 school year.
 - A discussion followed regarding the inadequate funding from the state (IDEA funds) to assist with special education students. The original charter listed only eight (8) special education students at the time, and although the number of special education students has increased, the funding has remained the same.
- The **2017-2018 Master Calendar Meeting** will be held on Thursday, April 27th, at 1:00 P.M.
- LEAP Testing
 - 5th-8th Graders will be testing on computers.
 - 3rd and 4th Graders will take paper-based ELA, math, and social studies tests on May 1st-4th.
 - 3rd through 8th Graders will take the paper-based science test on Friday, May 5th.

Director's Report

L. Musson reported on the following:

- Four (4) PTA Board members were on HTV to advertise the Race Fest.
- The NSU Art students have completed their classes at MAX for this school year. This has helped with the new ESSA requirements.
- Quotes for marketing items have been obtained from two (2) vendors for building and maintaining the school website.
 - The vendor chosen is **White Car Marketing**.
 - The cost would be approximately **\$3,500.00**.
 - Ms. L. Musson asked for a motion to accept the **\$3,500** for the marketing items.

- It was suggested that L. Musson contact Sarah Vandergriff or Caroline Roemer to see what could be done at this time to remedy the funding for the increase of special education students at MAX over the years or to see if the charter could be adjusted to increase the number of special education students that would be covered under IDEA funds to reflect the actual number of students being served.

- A motion was made by J.J. Buquet, seconded by Boo Broussard, to approve up to **\$3,500** for expenditures for the marketing items... Motion was passed unanimously.

	<ul style="list-style-type: none"> The MAX will have one student attending the Louisiana Girls' Leadership Academy. On Thursday, May 25th, the 8th Grade Graduation and Breakfast will be held. Breakfast will be at 8:00 A.M., and invitations will be given to the Board members. <p>Parent Committee Report: Crystal Guillot reported on the following:</p> <ul style="list-style-type: none"> The Race Fest has been moved to Sunday, May 21st. To date over \$16,000 of raffle tickets have been sold. Advertising will begin for the new date. 	
9. New Board Business	<p>Discussion of/Thoughts on Mandated School Leader Evaluation of Principal Rebecca Walker for the 2016-2017 School Year...Action Item</p> <ul style="list-style-type: none"> K. Chauvin informed the Board members that a decision needs to be made on who will do the principal's evaluation this year. <p>Other Matters...</p> <ul style="list-style-type: none"> Dr. A. Davis brought up the subject of starting a choir at The MAX. J. Giardina reported that at the next Board meeting, a discussion on the school's financial situation needs to take place. 	<ul style="list-style-type: none"> A motion was made by K. Chauvin, seconded by J.J. Buquet, to contract Dr. Jim Barr to do the evaluation of the principal ... Motion was passed unanimously. <ul style="list-style-type: none"> Dr. Barr, who was present at the meeting, agreed to do the evaluation. L. Musson will contact Dr. J Field about doing a parent & staff survey. A. Davis suggested that L. Musson contact Shane Anderson in the Music Department at NSU to see about starting a choir at The MAX. J. Giardina suggested that the Board members become familiar with the handout that was included in the Board packet.
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> The next Board meeting will be Thursday, May 11th, the second Thursday of the month. Easter Break will be April 14-21, 2017. Deadline for filing the Annual Tier 3 Personal Financial Disclosure Statement is Monday, May 15, 2017. Rescheduled "Race for Their Future": Sunday, May 21, 2017 	
12. Adjournment	The meeting adjourned at 10:10 A.M.	Motion was made by B. Aucoin and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.