

**ETING**  
**The MAX Charter School Board of Directors**

DATE: August 11, 2016

TIME: 9:02 A.M.

PLACE: Max Charter School

**Present:** Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Al Davis, Dr. Cleveland Hill, J.J. Buquet, Wendie Darcey, and Crystal Guillot

**Also present were** Rebecca Walker, Linda Musson, Suzy Bourg, Dr. Jim Barr (9:13), and Janice Fabregas who took the minutes.

**Absent:** Jake Giardina, Andrea Bollinger-Giardina, and Dr. Angelle Hebert

AGENDA	RECOMMENDATION	
<b>1. Call to Order</b>	K. Chauvin called the meeting to order at 9:02 A.M.	
<b>2. Roll Call</b>	K. Chauvin called the roll, and a sign-in sheet was passed around.	
<b>3. Approval of the Minutes</b>	The Minutes of July 7, 2016, were presented.	R. Walker requested that the Minutes of June 2, 2016, be adjusted in <b>Agenda Item #8—Other Reports</b> to reflect two (2) distinct titles: Principal’s/Director’s Report (s) and that R. Walker’s title should be written as Principal R. Walker—not Director R. Walker. The Minutes of July 7, 2016, were accepted with the above-noted changes.
<b>4. Board Training/Special Guest Presentation</b>	None	
<b>5. Teacher Representative Report</b>	<ul style="list-style-type: none"> <li>• Teacher representative Helena Salmon, 6<sup>th</sup>-8<sup>th</sup> grade Social Studies teacher, reported that all was going well the first week of classes.</li> <li>• Ms. Salmon introduced the new teachers, paraprofessionals, and interns to the Board members. B. Broussard stepped out to take a group photo of the new addition to the faculty.</li> </ul>	
<b>6. Finance Report</b>	<p><b>Financial Report and Update on Insurance and Finance Matters</b></p> <ul style="list-style-type: none"> <li>• S. Bourg presented the June 2016 financial statements.</li> <li>• S. Bourg went over the financials.</li> <li>• The MAX Proposed Budget for 2016/2017 was re-presented for Board approval.</li> </ul> <p><b>Grants: (See Draft.)</b>            MAX Research and Development Specialist Dr. J. Barr distributed a handout to the Board and updated its members on the proposed recently submitted <b>\$7 million</b> grant project that would establish the <i>National Comprehensive Center on Improving Literacy for Students with Disabilities</i> beginning with early childhood education programs and continuing through high school.</p> <ul style="list-style-type: none"> <li>• Dr. Barr, along with K. Chauvin, discussed with the Board what had been done thus far and focused on the need to address the following overarching goals:               <ul style="list-style-type: none"> <li>○ Establish a sense of urgency, need, and value to identify students at risk of not attaining full literacy due to a disability—including</li> </ul> </li> </ul>	A motion was made by Dr. C. Hill, seconded by B. Broussard, to approve the MAX Proposed Budget for 2016/2017 as presented... Motion was passed unanimously.

**7. Ad-Hoc Committee/Coordinator Reports/Updates**

- dyslexia...
- Create a guiding coalition to validate and accept identified evidence-based literacy instruction strategies and accommodations...
  - Develop a shared vision to provide families of such students with information.
  - Develop a clear shared vision among the coalition to validate and accept identified or developed evidence-based professional development for practitioners.
  - Dr. Barr briefed the members on the operations of the first year to be repeated among additional collaborating partners... **See Figure A.6 on Draft.** From January 2017-July 2017, the following activities of the program were cited:
    - Training teachers
    - Identifying students with disabilities
    - Partnering with other Centers
    - Disseminating efforts—locally, regionally, and nationally.

**Building & Sites Representative Report:**

- B. Aucoin reported that all the changes to the restrooms had been completed, and a wall division had been placed to divide a room to make two classrooms.
  - R. Walker commented that there seemed to be a problem with the electrical outlets on the new classroom wall and that the door between the rooms didn't close properly.

**Ad-Hoc Committee/Coordinator Reports/Updates**

**Public Relations Report: (See Attached Copy.)**

Before beginning her public relations report, B. Broussard informed the Board that, due to Mardi Gras holidays, a motion was needed to change the date of the March 2017 Board meeting on the 2016/2017 Board calendar from March 2<sup>nd</sup> to March 9<sup>th</sup>.

- **Thursday, July 7, 2016** – After the MAX Board meeting, various teachers and personnel from MAX met with Nurse Jane Boudreaux for an awareness/training workshop on diabetes.
- **Wednesday, July 13, 2016** – *Inside NSU* welcomed Jacob Batte on July 11<sup>th</sup> as the new publications coordinator for university marketing and communications.
- **Friday, July 29, 2016** – Board members received an e-mail reminder about Education Superintendent John White's *ESSA* presentation.
- **Monday, August 1, 2016** – Superintendent John White hosted a series of statewide forums this summer to discuss creating educational opportunities for students through the new federal *Every Student Succeeds Act (ESSA)*. All district and school leaders, teachers, and parents have been encouraged to attend these forums and share their concerns.
  - The Terrebonne Parish School Board held its two-hour *ESSA* public forum from 10:00 A.M. – 12:00 P.M. In attendance from MAX were R. Walker, L. Musson, and B. Broussard. All were

B. Aucoin is going to have these problems checked.

A motion was made by K. Chauvin, seconded by Dr. A. Davis, to change the March 2017 Board meeting date from March 2<sup>nd</sup> to March 9<sup>th</sup>.... Motion was passed unanimously.

	<p>able to network and connect with various distinguished officials and legislators.</p> <ul style="list-style-type: none"> <li>• <b><u>Wednesday-Friday, August 3-5, 2016</u></b> – Professional Staff Development Days began for the 2016-2017 school year.</li> <li>• <b><u>Saturday, August 6, 2016</u></b> – Three (3) pictures taken of MAX Charter School’s officials at the <i>ESSA Forum</i> were published in <i>The Courier</i>.</li> </ul>	
<p><b>8. Other Reports</b></p>	<p><b>Principal’s Report</b> (See Attached Copy):  R. Walker reported on the following:</p> <ul style="list-style-type: none"> <li>• School population is <u>119</u> students.</li> <li>• Back-to-School Staff Development Days covered the following topics: All About MAX, 504 and Special Education, FERPA, Crisis Plans, Ethics Training, Language Science (Terri Matherne), Math Lesson Planning.</li> <li>• School opened on Monday, August 8, and all went smoothly. All expected students attended.</li> <li>• R. Walker and L. Musson attended the presentation by John White regarding the new federal <i>Every Student Succeeds Act (ESSA)</i> on August 1<sup>st</sup> in Houma.</li> <li>• State LEAP scores from spring of 2016 were released in July and sent home to the parents.</li> <li>• Building Maintenance/Construction – Everything was completed prior to the opening of school.</li> <li>• <i>CHADD Program</i> – This is a teacher-to-teacher pilot program. <ul style="list-style-type: none"> <li>○ A. Borne and one additional MAX teacher are being trained.</li> </ul> </li> </ul> <p><b>Director’s Report</b>  L. Musson’s report consisted of the following:</p> <ul style="list-style-type: none"> <li>• Eight-Parish Outreach--Truancy – L. Musson has contacted the <i>DA’s</i> in the area.</li> <li>• On Wednesday, August 31<sup>st</sup>, L. Musson will be on HTV <i>Bayou Time</i> at 7:15 P.M.</li> <li>• L. Musson will attend the Houma/Terrebonne Chamber Luncheon on Tuesday, August 23<sup>rd</sup>. Bill Cassidy will be the speaker.</li> <li>• L. Musson will meet with NSU President Dr. Murphy on Friday, August 12<sup>th</sup>.</li> <li>• L. Musson is attempting to schedule a meeting at the LDOE Charter School Office and hopes to speak personally with Olin Parker and Superintendent John White.</li> </ul> <p><b>Parent Committee Report:</b>  Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> <li>• Hot plate lunches from Coley’s will be served on Monday and Wednesday. These will cost \$4.50 per day and includes water.</li> <li>• Pizza will be served on Tuesdays.</li> <li>• A refrigerator has been donated to the school to keep water.</li> <li>• Two coke fundraisers will be held --- one in the fall and one in the</li> </ul>	

	<p>spring.</p> <ul style="list-style-type: none"> <li>○ The fall fundraiser will start on August 15<sup>th</sup> and will end on September 16<sup>th</sup>. The delivery date will be September 21<sup>st</sup>.</li> <li>• The PTA meeting will be held on Tuesday, August 30<sup>th</sup>, after Open House.</li> <li>• The date of the 2017 Race will be Saturday, March 25<sup>th</sup>, at Peltier Park.</li> <li>• The Blake Shirts Fundraiser order forms have been sent home with the students and will be due on Wednesday, August 31<sup>st</sup>.</li> </ul>	
<b>9. New Board Business</b>	L. Musson gave thanks to the Buquet Family Foundation for their \$1,000.00 donation to MAX Charter School.	
<b>10. Motion to Go Into Executive Session</b>	None	
<b>11. Announcements</b>	The next Board meeting will be held on Thursday, September 1, 2016.	
<b>12. Adjournment</b>	The meeting adjourned at 10:30 A.M.	Motion was made by B. Aucoin, seconded by Dr. A. Davis, to adjourn the meeting ... Motion was passed unanimously.