

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: February 2, 2017

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Karen Chauvin, Carol “Boo” Broussard, Dr. Angelle Hebert, Brian Aucoin, Dr. Albert Davis, Dr. Cleve Hill, J.J. Buquet, and Wendie Darcey.

Also present were Linda Musson, Dr. Jim Barr, Suzy Bourg, **Guest** Mary Elizabeth Evans, and Janice Fabregas who took the minutes. Teacher Representative: Deborah Guidry

Absent: Jake Giardina, Andrea Bollinger-Giardina, Alex Arceneaux, and Crystal Guillot. **Note:** Principal Rebecca Walker was not present for this meeting due to an important meeting in Baton Rouge.

AGENDA	RECOMMENDATION
1. Call to Order	K. Chauvin called the meeting to order at 9:00 A.M.
2. Roll Call	K. Chauvin called the roll, and a sign-in sheet was passed around.
3. Approval of the Minutes	The Minutes of January 5, 2017, were presented. The Minutes of January 5, 2017, were accepted as presented.
4. Board Training/Special Guest Presentation	Dr. C. Hill introduced special guest Mary Elizabeth Evans, Senior Vice President for Community and Economic Development, Hope Credit Union and Enterprise Corporation. <ul style="list-style-type: none"> • Ms. Evans gave each Board member a copy of her presentation as it pertained to charter school facility financing matters through Hope Credit Union and Enterprise Corporation. • Discussion primarily centered on the following: <ul style="list-style-type: none"> ○ Products and services of commercial and community facilities loans –especially in economically distressed areas ○ Options to consider for facilities financing, such as Lease, Purchase, or Development Partner or financing options available, such as Fundraising, Bank Financing, <i>CDFIs</i>, Bond Financing, and New Markets Tax Credits. ○ Facilities Financing Considerations and Charter School Financial Health Metrics, such as Academic Performance, Management Experience, Board Expertise, Enrollment/Waiting List/Staff Turnover, Cash Flow, Reliance on Fundraising, and Track Record of Success, etc.
5. Teacher Representative Report	Teacher representative Ms. Deborah Guidry, Upper Grade Math teacher, reported on the following: <ul style="list-style-type: none"> • World’s Finest Chocolate Fundraiser will begin on Tuesday, February 7th. • Progress Reports will go home on Wednesday, February 8th. • Open House will be held for prospective parents from 1:30 P.M. to 2:30 P.M. on Thursday, February 9th. • The school’s annual Book Fair will start on Monday, February 20th, and grandparents will once again be invited to attend with their grandchild. • Black History Month is being celebrated. A different student from Mrs. Salmon’s class will read about a famous African

	<p>American each day for the month of February.</p> <ul style="list-style-type: none">• Ms. Guidry informed the Board members about the hiring of the new part-time counselor Stacey Johnson.	
<p>6. Finance Report</p> <p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none">• S. Bourg presented the December 2016 financial statements.• S. Bourg went over the financials. <p>Grants:</p> <ul style="list-style-type: none">• Dr. Barr reported on The Richard West Freeman Endowment and Board-Restricted Reserve Challenges. Copies of Eligibility Criteria and Grant Guidelines were given to each Board member.<ul style="list-style-type: none">◦ The Organizational Effectiveness team at the Greater New Orleans Foundation will offer three (3) Freeman Challenge workshops on January 18, 2017, February 7, 2017, and February 14, 2017. Attendance at one of these workshops is a prerequisite for participation in The Richard West Freeman Endowment and Board-Restricted Reserve Challenges.◦ Dr. Barr suggested that members of the MAX Board of Directors consider attending. <p>Building & Sites Representative Report: No report</p> <p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Progress of Memorandum of Understanding (MOU) – In the absence of A. Arceneaux, Dr. Davis asked about the progress of the Memorandum of Understanding (MOU).</p> <ul style="list-style-type: none">• L. Musson reported that the MAX team is waiting on NSU to form its committee to comment on and/or add to the recommendations made by MAX. She confirmed that she or another committee member has sent all information necessary to NSU. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none">• <u>Saturday, January 7, 2017</u> ...<i>The Houma Courier/Daily Comet</i> published four (4) pictures of the MAX Charter School’s 7th annual Christmas production.• <u>Tuesday, January 10, 2017</u> ...Board members were sent an email notification from Director L. Musson via LAPCS Executive Director Caroline Roemer concerning the appeals ruling on the Type 2 Funding Lawsuit from the First Circuit Court of Appeals that reversed Judge Wilson Fields’ decision on the constitutionality of the MFP.• <u>Wednesday, January 11, 2017</u> ...Publicity of MAX Charter School’s 2017-2018 Enrollment began and has been on-going throughout the month.	<ul style="list-style-type: none">• K. Chauvin and Dr. C. Hill have registered for the workshop to be held on February 14, 2017, from 9:00 A.M. to 12:00 noon in New Orleans, LA.

	<ul style="list-style-type: none"> • Three (3) different flyers have been designed for distribution and posting at various businesses. These include flyers for the enrollment period that ends March 6, 2017, the sale of raffle tickets, and the MAX Race Fest. • Monday, January 23, 2017 ... Board members were sent an email from Board Colleague JJ Buquet that contained a commentary entitled “Lucy and the Football” written by LABI (Louisiana Association of Business and Industry) President Stephen Waguespack. • Saturday, January 28, 2017 ... <i>The Houma Courier/Daily Comet</i> published a picture in the “Class Acts” section of its newspaper of MAX personnel with the officials from the Louisiana Department of Education Charter Accountability Team. • Sunday, January 29, 2017 ... <ul style="list-style-type: none"> ○ <i>The Houma Courier/Daily Comet</i> published a brief in the “Area News” section of its newspaper announcing the celebration of African-American History Month at Nicholls State University. Dr. Cleve Hill kicked off the series of events at 9:40 A.M. Wednesday with a town hall discussion held in the LeBijou Theater where he discussed “The Crisis in Education.” ○ Board members were sent an email with an attached article from <i>The Advocate</i> entitled “Baton Rouge School for Students with Dyslexia Wins State Extension.” <p>***Vandebilt Catholic High School has invited The MAX to attend the Hall of Fame Installation of former Board member Mrs. Dianne Mader Savoie and the dedication of the <u>S</u>avoie <u>O</u>riginal <u>A</u>cademic <u>R</u>esource (SOAR) Program on Sunday, February 12, 2017, from 2:00 P.M. until 3:00 P.M. in the Vandebilt Catholic Resource Lab at 209 South Hollywood Road, Houma, LA.</p> <p>Ms. Musson added the following to the above report:</p> <ul style="list-style-type: none"> • Two (2) billboards advertising The MAX’s enrollment and the Race Fest will be on display—one in Thibodaux and one in Houma. • Ms. Musson is working with Cody Blanchard to obtain quotes on different items. Mr. Blanchard gave a possible quote on building a website -- \$2,500 which would include maintenance. • Ms. Musson has been reaching out to students to write testimonials for The MAX which will be shared on the school’s website. 	
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy): L. Musson reported on behalf of R. Walker, who was not present for the Board meeting.</p> <ul style="list-style-type: none"> • Rebecca Walker and Alison Borne are attending a meeting today, February 2, 2017, with John White to hear about ESSA updates. 	

- MAX held an essay contest during **School Choice Week**, and students also performed the School Choice Week Dance on Friday.
 - Stacy Johnson, a certified licensed practical counselor as well as a school psychologist, has been hired and will work two (2) days a week.
 - **Admissions** continue through March 6, 2017...
 - Of twelve (12) submitted applicants, nine (9) have been deemed eligible – (2 – 1st graders, 3 – 2nd graders, 2 – 3rd graders, 2 – 4th graders.)
 - **Open House** for prospective parents is on Thursday, February 9, at 1:30 P.M. and will include a general question and answer session followed by a school tour.
 - Linda Musson will conduct Report Form Workshops for the teachers on Friday, February 3rd, and for the paras on Monday, February 6th.
 - 8th graders will take the National Assessment of Educational Progress (NAEP) test on Thursday, February 23rd.
 - The **Girls on the Run** now has four (4) coaches, and many students in grades 4th – 8th signed up to participate.
- Mardi Gras Holidays will be February 27 – March 3.

Director's Report

L. Musson reported on the following:

- The Alternative Framework has been approved by BESE.
- On Friday, February 3rd, at 1:00 P.M. the State Department people who worked with The MAX on the Alternative Framework will be at The MAX to meet with the Data Team and set baselines for individual growth.
- The MAX has two (2) teachers in residence from NSU.
- Art students from NSU are coming to The MAX every third Friday to work with the students.
- The 1st through 5th grade students will be participating in the **Thibodaux Playhouse Field Trip** on February 22nd/23rd, which will also include hands-on activities with the Wetlands.
- L. Musson introduced recently hired Stacy Johnson, a certified licensed practical counselor as well as a school psychologist, to the Board members.
- Personnel from Grand Coteau visited The MAX.
- For the first time, some 5th, 6th, and 7th grade MAX students will be participating at the Vandebilt Literary Rally in Houma on Saturday, March 25th.

Parent Committee Report:

Wendie Darcey reported on the following:

- K. Chauvin reported that she spoke with Andrew Kearny from NSU who offered the services of the athletic students and will coordinate this with her to get students to come over to The MAX and assist with field days, activities during recess, etc.

	<ul style="list-style-type: none"> • Preparations for the Race are ongoing. • Volunteers are needed for booths. • Items for the Silent Auction are being collected. • Raffle tickets sales are ongoing. • The PTA will hold a meeting on Tuesday, February 7th • Firehouse Subs Fundraiser will be held on February 8th at both Thibodaux and Houma locations. 	
9. New Board Business	<p>Update of Matter Pertaining to the Creation of a Separate Foundation</p> <ul style="list-style-type: none"> • K. Chauvin reported that J. Giardina has listed all MAX Board members as the first Board of Directors for the proposed MAX Charter School Foundation, Inc. Attorney Harold Block is working on getting the paperwork finalized. <ul style="list-style-type: none"> ○ K. Chauvin presented a check in the amount of \$20,000.00 -- a donation from Ronald Adams. <p>Discussion/Comments on Marketing Plan Submitted by NSU Marketing Students</p> <ul style="list-style-type: none"> • L. Musson reported that due to the time restrictions mandated by the proposed plan, this may not be feasible for The MAX at this time. <p>Vandebilt Hall of Fame Dedication Ceremony</p> <ul style="list-style-type: none"> • B. Broussard referred members back to the Publicity Report. 	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board Meeting will be Thursday, March 9, 2017. • Parent/Teacher Conferences/Staff Development: Friday, February 10, 2017 – No School • Mardi Gras Holidays: Monday, February 27, 2017 – Friday, March 3, 2017 – No School • MAX 5-K Race for Their Future Fest – Saturday, March 25, 2017. 	
12. Adjournment	The meeting adjourned at 11:10 A.M.	Motion was made by B. Aucoin and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.