

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: March 9, 2017

TIME: 9:00 A.M.

PLACE: Max Charter School

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

Also present were Rebecca Walker, Linda Musson, Dr. Jim Barr, Suzy Bourg, and Janice Fabregas who took the minutes. **Teacher Representative:** Mrs. Judy Domangue

Absent: Dr. Angelle Hebert, Andrea Bollinger-Giardina, J.J. Buquet, Alex Arceneaux, 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 February 2, 2017, were presented.	The Minutes of February 2, 2017, were accepted as presented.
4. Board Training	None	
5. Teacher Representative Report	<p>Teacher representative Mrs. Judy Domangue, 5th Grade ELA and Social Studies teacher, reported on the following:</p> <ul style="list-style-type: none"> • Mrs. Domangue thanked the Board for its time and support. • The Book Fair made a profit of approximately \$800.00. • The World’s Finest Chocolate Sale is on-going. • The Chrome Books have arrived and are being prepared for use. • The students are preparing and working on skills for the state testing. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. Bourg presented the January 2017 financial statements. • S. Bourg went over the financials. <p>Grants:</p> <ul style="list-style-type: none"> • Dr. Barr distributed copies to the Board members of a summary of the information he prepared that will be sent out for the Entergy Grant and also sent to the Bayou Foundation and the Greater New Orleans Foundation. <ul style="list-style-type: none"> ○ The purpose is to get funding for the Marketing Plan which was provided by the College of Business Administration/Management and Marketing. • Dr. C. Hill reported that K. Chauvin and he, along with Dr. J. Barr, attended a meeting at the Freeman Foundation where they met people who are either personally engaged in fund raising or who provide consultancy services to steer non-profit organizations in the right direction to develop a fund 	<ul style="list-style-type: none"> • Dr. Barr suggested that the Board members meet to review and edit. • K. Chauvin agreed to contact a development consultant they met at the meeting who would agree to visit The MAX and speak to the Board members with a proposal on the services she could provide.

raising strategy.

Building & Sites Representative Report:

B. Aucoin reported on a rust issue in the boys' restroom.

Ad-Hoc Committee/Coordinator Reports/Updates

- **Progress of Memorandum of Understanding (MOU)** – No report due to absence of Alex Arceneaux

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

B. Broussard reported on the following:

- **February/March 2017** --- Publicity on MAX Charter School's **2017-2018 Enrollment** has been on-going throughout the month of February and early March. Publicity on **MAX Charter School's 9th Annual "Race for Their Future" 5-K Race Fest** has been a bit sporadic this far.
- **February 2017 Issues** --- A photo taken with the officials from the Charter Accountability Team – Kunjan Narechania and Kristine Barker – was published in *What Now Magazine* and the *Thibodaux Chamber Insight Newsletter*.
- **Sunday, February 12, 2017** --- Dianne Mader Savoie was inducted posthumously into Vanderbilt Catholic High School's Hall of Fame for her work with students with dyslexia. Family and friends were present for the official dedication and unveiling of the plaque that will hang on the walls of the school's newly renovated resource room honoring Dianne's service – **S.O.A.R.** – **Savoie Original Academic Resource** Program.
- **Monday, February 27, 2017** --- MAX Board members received a forwarded copy of an email from LAPCS Legal Advisor Sarah Vandergriff that kept members abreast of the happenings in Baton Rouge during the special legislative session.
- **Monday, March 6, 2017** --- MAX Board members received a forwarded copy of the *March 2017 LAPCS Newsletter* with a special message from LAPCS Executive Director Caroline Roemer that included updates on recent legislative actions.
- **Wednesday, March 1, 2017** --- A picture of Board members J. Giardina and Dr. C. Hill, along with Governor John Bel Edwards and other dignitaries, at a ribbon-cutting ceremony for the new Wellness Center was posted in *The Times*.
- **Friday, March 3, 2017** --- Dr. C. Hill's picture was also in *The Courier* as part of a forum of the **Glory Road Tour** that promoted the Louisiana Sports Hall of Fame.

7. Ad-Hoc Committee/Coordinator Reports/Updates

8. Other Reports

Principal's Report (See Attached Copy):

R. Walker reported on the following:

- **Enrollment/Admissions Update:**
 - Current enrollment is 120 students
 - A total of 42 applicants has been submitted – 28 applicants are eligible; 8 applicants are not eligible; 6 applications are incomplete.
- **Open House** for prospective parents was held on Thursday, January 9th.
- **Chrome Books Roll Out**
 - 120 Chrome Books and mice have been purchased.
 - Carts and containers have also been purchased to store the devices.
 - During staff meeting on Tuesday, teachers and paras will be given the guidelines for use. Guidelines will be explained to the students on Wednesday. Contracts will be signed by staff members and teachers.
- **Louisiana Department of Education Supervisor's Collaboration Event:**
 - Linda Musson, Alison Borne, and Rebecca Walker will attend on Tuesday, March 14th.
- The **2017-2018 Calendar Meeting** will be held following the March 9th Board meeting.
- The **Intent to Return Forms** were sent out, and all students (except 8th graders) have returned the form expressing that they all intend to return for the 2017-2018 school year.

Director's Report

L. Musson reported on the following:

- The MAX is working with the NSU Psychology Department.
 - A group is observing MAX students specifically chosen by The MAX staff
 - They are giving teachers different strategies to use in working with these students with different disabilities.
- Staff development with the teachers and the paras is on-going.
- The 8th Grade girls are visiting John Deere and will meet with the engineering people.
- The Vanderbilt Literary Rally will be held on Saturday, March 25, 2017, and ten (10) students in Grades 5th – 7th from The MAX will be attending.
- The Christmas play DVD's are available for **\$12.00**.

Parent Committee Report:

Crystal Guillot reported on the following:

- **\$24,000** in sponsor donations has been received to date.
- About 120 racers have registered. Registration is \$30, and shirts can be ordered for \$15 from the website.

	<ul style="list-style-type: none"> • Raffle ticket sales are continuing, and silent auction items are being collected. • Yard signs and banners have been put out in Houma and Thibodaux. • The PTA purchased twelve (12) cases of paper for teachers and office/PTA. • Ms. Guillot also brought up the subject of the lack of support regarding the Race and in particular the sale of raffle tickets. <ul style="list-style-type: none"> ○ A discussion followed on ways to improve participation for next year. 	
9. New Board Business	<p>Update on Matter Pertaining to the Creation of MAX Charter School Foundation, Inc. <u>Action Item</u></p> <ul style="list-style-type: none"> • J. Giardina reported that the attorney-approved suggested recommendations by Board members to the Articles of Incorporation of The MAX Charter School Foundation have been made, and these revisions were sent to the Board members. He requested that a motion be made to adopt this revision. <ul style="list-style-type: none"> ○ J. Giardina also reported that Ronald Adams gave a donation in the amount of \$20,000 which will be put into the Foundation account. 	A motion was made by Dr. C. Hill, seconded by K. Chauvin, to adopt the Articles of Incorporation of The MAX Charter School Foundation as submitted and that the directors of the newly formed MAX Charter School Foundation will be the same as the directors of the MAX Charter School Board ... Motion was passed unanimously.
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, April 6, 2017, at the Thibodaux Wellness Center • MAX 5-K “Race for Their Future” Fest will be held on Saturday, March 25, 2017. • Easter Break will be April 14-21, 2017. • Deadline for filing the Annual Tier 3 Personal Financial Disclosure Statement is Monday, May 15, 2017. 	
12. Adjournment	The meeting adjourned at 10:20 A.M.	Motion was made by K. Chauvin and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.