

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: November 3, 2016

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Angelle Hebert, Dr. Cleve Hill, Dr. Albert Davis, Wendie Darcey, and Crystal Guillot
Also present were Rebecca Walker, Linda Musson, Dr. Jim Barr, Suzy Bourg, and Janice Fabregas who took the minutes. Ms. Rebecca Durocher was the teacher representative, and Ms. Beth Olivier spoke about the Heartfelt Program at MAX. Warren Triche arrived toward the end of the meeting.

Absent: Andrea Bollinger-Giardina and J.J. Buquet

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 October 6, 2016, were presented.	The Minutes of October 6, 2016, were accepted as presented.
4. Board Training	None	
5. Teacher Representative Report	<p>Teacher representative Rebecca Durocher, 5th Grade Math and Science teacher, reported on the following:</p> <ul style="list-style-type: none"> • Little School attended the Pumpkin Patch in October. • The 3rd graders are getting ready to make bread and butter. • The MAX Student Council is holding a Food Drive November 1st – 14th and will be delivering can goods and non-perishable items to the local Food Bank in town. • Christmas Play practice has begun. • The Shoe Drive is continuing until November 17th. • The Heartfelt Program has started at The MAX, and Ms. Beth Olivier, teacher-in-residence, shared her heartfelt story with the Board members. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. Bourg presented the September 2016 financial statements. • S. Bourg went over the financials. <p>Grants:</p> <ul style="list-style-type: none"> • The use of the \$20,943 in SRSA funds has been placed on hold—pending the results of the Lorio Grant application that was recently submitted. <ul style="list-style-type: none"> ○ Dr. J. Barr asked that S. Bourg complete the Lorio Grant application and insert his narrative and program purpose description. That was completed on Friday, October 28. The proposal was for approximately \$24,000 to cover the cost of Chromebooks for the students. • Dr. J. Barr suggested a Strategic Planning Meeting be held 	<ul style="list-style-type: none"> • No equipment has been purchased to date. If the Lorio funding request is approved, the SRSA funds will be used to contract counseling services for the students. • J. Giardina suggested the meeting be held on Wednesday morning,

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>to address the coming proposal timelines which will include the Entergy Grant, Mid South Grant, and Bayou Community Foundation Grant.</p> <p>Building & Sites Representative Report: B. Aucoin reported the state is requiring proof of <i>no asbestos</i> in the building.</p> <p>Ad-Hoc Committee/Coordinator Reports/Updates Progress of Memorandum of Understanding:</p> <ul style="list-style-type: none"> • Dr. A. Davis thanked B. Broussard and L. Musson for getting back on track with getting the College of Education in on the <i>MOU</i> with Nicholls State University. <p>Public Relations Report: (See Attached Copy) B. Broussard 's report consisted of the following:</p> <ul style="list-style-type: none"> • Congratulations to Amber Williams, one of MAX's teachers-in-residence working with the 5th and 6th grade classes, on being selected for the NSU 2016 Homecoming Court. • Saturday, October 15, 2016 – Pictures were published in “Class Acts” of MAX Charter School’s observance of Constitution Week. • Sunday, October 16, 2016 – SEEN ON SCENE published pictures of MAX 5th grader Dawson Becnel and his mom April attending the Cajun Fly-In at the Houma-Terrebonne Airport. • Monday, October 17, 2016 – As a voting representative for MAX Charter School in the Houma-Terrebonne Chamber of Commerce, B. Broussard received a Board of Directors Ballot and was given the opportunity to view the names of the six (6) nominees submitted by the Chamber’s Nominating Committee and Executive Committee for consideration. B. Broussard accepted the slate of nominees as presented and submitted her vote on behalf of MAX Charter School the same day. • Wednesday, October 26, 2016 – SEEN ON SCENE published a picture of MAX 6th grader Lanie Callahan and former MAX student Grace Lyons attending the Nicholls & Fletcher Family Day 2016 celebration outside the university’s stadium. • Saturday, October 29, 2016 – Three (3) pictures of MAX Charter School appeared in “Class Acts.” • B. Broussard also mentioned a picture published in the local media of the opening of the Thibodaux Regional Medical Center’s new Wellness Center that included two MAX Charter School Board members—Jake Giardina and Dr. Cleve Hill. • R. Walker also spoke about Jay Rodrigue, a 4th grader at 	<p>November 9th, at his home. Board members will be sent a notice of this meeting by e-mail.</p> <ul style="list-style-type: none"> • S. Bourg has received one quote on having someone check on this.
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	<p>The MAX, who is presently in Las Vegas competing in a bull riding competition. He is 2nd in the nation and a world finalist in Mini Bull Riding.</p>	
<p>8. Other Reports</p>	<p>Principal's Report (See Attached Copy): R. Walker reported on the following:</p> <ul style="list-style-type: none"> • PTA Hot Lunches/Board of Health Update – <ul style="list-style-type: none"> ○ All requests from the Board of Health were met, and the MAX School is now in compliance. • Family Fun Night was held on October 27th with about 130 people in attendance. • Veterans Day – <ul style="list-style-type: none"> ○ NSU invited the MAX students to sing at their Veterans Day Ceremony on Friday, November 11th, at 11:00 A.M. • Election Day – <ul style="list-style-type: none"> ○ No School on Tuesday, November 8th. • Thibodaux Regional Orientation – <ul style="list-style-type: none"> ○ R. Walker, K. Chauvin, J. Giardina, Jason Talbot, and Tiffany Quick from the Center for the Study of Dyslexia at NSU went to Thibodaux Regional Medical Center's New Staff Orientation. • R. Walker spoke about starting to share heartfelt stories at staff, committee, and Board meetings. • The MAX Christmas Play will be held on Thursday, December 8th, at 7:00 P.M. Tickets will go on sale to the public on Wednesday, November 9th. L. Musson spoke about the possibility of having two (2) performances (day and night) in the future. Also, The MAX has been asked about having the students perform at local schools. <p>Director's Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • The school has implemented "Flip Fridays" which will include: <ul style="list-style-type: none"> ○ Arts & Music - Every third Friday of the month, art students from NSU will come to The MAX to do art projects with the students. <ul style="list-style-type: none"> ▪ The PTA has donated money for art supplies. ○ The Second Step Program – Character building and Anti-Bullying ○ Gator Gala • The MAX presently has four (4) teachers-in-residence from NSU—master teachers of the future. • The MAX has implemented a program called Financial Literacy in partnership with Synergy Bank. A representative will come once a month to teach this program. • In progress is Dr. J Field's Competition of MAX 	<ul style="list-style-type: none"> • Special pre-sale tickets were made available to the Board members at the meeting. Prime tickets will be sold this year with <i>assigned</i> seating.

	<p>Marketing Plan.</p> <ul style="list-style-type: none"> • The school is still in the process of writing a policy for a professional e-mail account which will be brought before the Board for review and approval. • The MAX has hired someone to help with the computer system and to help upgrade the Web. • L. Musson, R. Walker, and A. Borne did a workshop at Holy Rosary in Houma, Louisiana, at the request of the principal of Holy Rosary School to give them a better understanding of how The MAX School operates to help them make improvements to their school. • Through a recommendation, L. Musson was contacted from someone at Grand Coteau who wants to implement a Resource Room for the boys' school. L. Musson invited her to visit The MAX, and she came on Wednesday, November 2nd. <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • The PTA provided food and drinks for Family Fun Night. • <i>Raising Cane's</i> Night Fundraiser in October collected \$225.00. • <i>Off the Hook</i> Fundraiser will be held Wednesday, November 9th, at the Houma and Thibodaux locations. • The PTA will reward the class that brought in the most Dimes for Dyslexia and the box top winners on Friday, November 4th. • Three (3) local bands have been booked for the Race. • To date there are four (4) participants registered in the Cajun Cook-off. <ul style="list-style-type: none"> ○ Online registration for the cook-off will be available. • The PTA is working on organizing booths, and a beer truck has been reserved. • Raffle tickets were sent home Wednesday, November 2nd. • Hot Lunches – <ul style="list-style-type: none"> ○ The MAX is now in compliance with the Board of Health. ○ The PTA is looking into adding <i>Cashio's</i> in December. ○ <i>Coleys</i> will continue to deliver on Monday and Wednesday. ○ <i>Pizza Hut</i> has been added as a vendor as well. • Room parents are reaching out to teachers to assist with the Christmas play. • The Shoe Drive is continuing through November 17th. 	
<p>9. New Board Business</p>	<p>None</p>	

10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be held on Thursday, December 1, 2016. • B. Broussard also requested that anyone who plans to give a report—please send the report to the Board members ahead of the Board meeting. 	
12. Adjournment	The meeting adjourned at 10:10 A.M.	Motion was made by Dr. C. Hill, seconded by B. Aucoin, to adjourn the meeting ... Motion was passed unanimously.