

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: September 1, 2016

TIME: 9:04 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Dr. Angelle Hebert, Brian Aucoin, Dr. Al Davis (9:13,) Wendie Darcey, and Crystal Guillot

Also present were Rebecca Walker, Linda Musson, Dr. Jim Barr, Suzy Bourg, and Janice Fabregas who took the minutes.

Absent: Dr. Cleve Hill, Andrea Bollinger-Giardina, and J.J. Buquet

AGENDA	RECOMMENDATION	
1. Call to Order	J. Giardina called the meeting to order at 9:04 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 August 11, 2016, were presented.	The Minutes of August 11, 2016, were accepted as presented.
4. Board Training	None	
5. Teacher Representative Report	<p>Teacher representative Elizabeth Kohlhund, Grade 4 Math and Science teacher, reported on the following:</p> <ul style="list-style-type: none"> • The students are preparing for the MAX Student Council campaigning which will be held the week of September 12, 2016. • Constitution Week will be observed during the week of September 19, 2016. • Student progress monitoring began last month. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. Bourg presented the July 2016 financial statements. • S. Bourg went over the financials. • The 2016-2017 budget approved at last month’s Board meeting was submitted to the state. <p>Grants: S. Bourg reported on the following:</p> <ul style="list-style-type: none"> • The EGMS Grant application for the 2016-2017 school year has been submitted and substantially approved. <ul style="list-style-type: none"> ○ NCLB contacted S. Bourg about a coding adjustment that needed to be made on one of the applications. • Allocations for 2016-2017 are as follows: <ul style="list-style-type: none"> ○ Title I \$25,159...(Para salary & benefits & STAR 360 program) ○ Title II \$3,793...(Professional Development) ○ IDEAB \$27,680...(Para salary & benefits and Speech Services) 	

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<ul style="list-style-type: none"> • In an effort to prepare for the upcoming on-line state testing, a grant proposal will be sent to the Lorio Foundation for student laptops. <ul style="list-style-type: none"> ○ A letter requesting an application will be sent to the Lorio Foundation next week. ○ The request would be for laptops in the amount of \$30,000. • MAX should be receiving funds from REAP which will be used for technology. <p>Dr. J. Barr reported the following:</p> <ul style="list-style-type: none"> • On Tuesday, August 30th, he met with L. Musson to discuss the strategic planning process as it relates to interfacing it with the comprehensive proposal. • A decision should be made on The Comprehensive Centers Program Grant by the end of September. <p>Building & Sites Representative Report: B. Aucoin reported that the state is requesting a letter requiring proof the building has no asbestos.</p> <p>Publicity Report: No written report B. Broussard commented that pictures had been sent to the media, but nothing had been published.</p>	<p>S. Bourg is working on getting someone to check this.</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"> • The current enrollment is 119 students. • Back-to-School Night was held on Tuesday, August 30th. • The Pupil Progression Plan (PPP) meeting will be held at 11:00 A.M. on Thursday, September 1, 2016. • The Master Calendar Meeting will be held at 2:00 P.M. on Thursday, September 1, 2016. • Staff Development Day will be held on Tuesday, September 6, 2016, for all staff members and will cover the following topics: <ul style="list-style-type: none"> ○ Anti-bullying Strategies and MAX Procedures to Address Bullying... Presenter: Tiffany Quick ○ A review of the Crisis Plan and De-escalation Techniques...Presenter: Jason Talbot ○ Report Form...Presenter: Director Linda Musson • A program called "Girls on the Run" will begin on Monday, September 12, 2016. <ul style="list-style-type: none"> ○ The program focuses on character building, healthy eating, and exercise and includes girls in 6th, 7th, and 	

	<p>8th grade.</p> <ul style="list-style-type: none"> ○ There is a \$125 fee per student for this program, but there are scholarships available. ○ Helena Salmon and Catrina Aucoin will coach the group, and practice will be held every Monday and Tuesday. ○ At the end of the year, there will be a 5-K Run. <p>Director's Report Director L. Musson reported on the following:</p> <ul style="list-style-type: none"> ● On Friday, August 12th, L. Musson met with Doctors Murphy and Weaver of NSU. <ul style="list-style-type: none"> ○ They discussed the signing of the MOU. ○ L. Musson, along with K. Chauvin, also spoke to Dr. Murphy about doing a syllabus for an Academic Specialist at NSU. ○ L. Musson requested that Dr. Murphy write a personal message for The MAX Web Page, which he agreed to do. ○ L. Musson informed Dr. Murphy that MAX will hold a Red Out Day on Wednesday, September 21st, which he plans to attend. ● On Monday, August 22nd, L. Musson met with Dr. Leslie Jones. <ul style="list-style-type: none"> ○ Dr. Jones is planning to place four (4) student teachers at The MAX School. ● On Monday, August 22nd, L. Musson also met with Dr. J. Field. <ul style="list-style-type: none"> ○ Plans to talk to Dr. Field's Marketing class were scheduled for Thursday, September 8, 2016. <ul style="list-style-type: none"> ▪ Information was sent to Dr. Field in advance so that his students can work on presenting a marketing plan for the MAX. ▪ They will rework the web page and work on brochures for MAX to give out to the public. ● On Tuesday, August 23rd, Ms. Musson called on the managers of Walgreens, Rite Aide, Marshalls, and Office Depot for Scholar Dollar donations. ● On Tuesday, August 23rd, Ms. Musson also attended the Chamber luncheon. ● On Wednesday, August 24th, Ms. Musson met with the NSU security officers concerning the parking lot and tickets. ● On Wednesday, August 31st, Ms. Musson was interviewed on television by Hillary Domangue of HTV-10. ● On Friday, September 9th, MAX will host an all-day Open House honoring The Blue. 	<ul style="list-style-type: none"> ● Since the MOU needed to be updated before it could be presented to Dr. Murphy for signing, Dr. Davis suggested that L. Musson make a listing of what changes needed to be addressed. ● Ms. Musson asked that the Board consider an amount that could be allocated for a Marketing Plan.
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	<p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • Hot lunches are going well. Surveys were sent home on Wednesday, August 31st, and are due back on Friday, September 2, 2016. September lunch form orders are due on Friday. • Race plans are continuing. Race committees are being set up. The band <i>Velvet Sky</i> has been booked. A Cajun Food Cook Off will be one of the events. • The raffle will again include a \$5,000 Disney trip as well as a \$1,000 Carnival Cruise trip and a weekend at the Beau Rivage in Biloxi, Mississippi. <ul style="list-style-type: none"> ○ A shoe drive will be held to raise money for the \$1,000 Carnival Cruise trip. To reach the goal of \$1,000, 2,500 pairs of shoes will need to be collected. • Monday, September 19, will be Firehouse Subs Give Back Night at the Houma and Thibodaux locations. • The Coke fundraiser is continuing, and all money collected is due on Friday, September 16th. Delivery will be September 21st near the NSU stadium. • The next PTA meeting will be on Tuesday, September 13th. <p>Report from Dr. J. Barr on Results of Leader Evaluation</p> <ul style="list-style-type: none"> • Copies of The Max Charter School Leader Evaluation Rubric were given to the Board members to follow along as Dr. Barr reviewed and discussed it with those present. 	
<p>9. New Board Business</p>	<p>J. Giardina commented that with L. Musson, Dr. Barr, and others working together on projects to raise money for The MAX School and getting more exposure, he thought it would be advisable to form a foundation to go along with the school.</p>	<p>J. Giardina suggested that if no one objected, he could get an attorney to set up a foundation. The Board gave their approval for this to be done.</p>
<p>10. Motion to Go Into Executive Session</p>	<p>None</p>	
<p>11. Announcements</p>	<p>The next Board meeting will be held on Thursday, October 6, 2016.</p>	
<p>12. Adjournment</p>	<p>The meeting adjourned at 10:10 A.M.</p>	<p>A motion was made by K. Chauvin, seconded by B. Aucoin, to adjourn the meeting ... Motion was passed unanimously.</p>