

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: July 6, 2017

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, Dr. Angelle Hebert (left 10:20), and Wendie Darcey

Also present were Rebecca Walker, Linda Musson, Suzy Bourg, Dr. J Field, Warren Triche (9:30), and Janice Fabregas who took the minutes,

Absent: Karen Chauvin, Andrea Bollinger-Giardina, Dr. Cleve Hill, J J Buquet , Alex Arceneaux, and Crystal Guillot

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 June 1, 2017, were presented. The Minutes of June 1, 2017, were accepted as presented.
4. Board Training/Special Guest Presentation NOTE: Deviation Requested	<p>Dr. J Field distributed a written analysis of the 2016-2017 results of the Employee Satisfaction and Parent Performance Perception Survey of the MAX Charter School. (See Report.)</p> <ul style="list-style-type: none"> In Dr. Field’s summary and detailed explanation of the results, he explained that the parent survey results were basically in line with last year’s results and that there was a slight increase in satisfaction. He did emphasize that the response was down this year at 44% compared to 55% last year. <p>At the conclusion of Dr. Field’s presentation at 10:05 A.M. and because one of the MAX Board members had to leave early, B. Broussard requested that a motion be made to deviate from the agenda to handle the three (3) action items in Agenda Item No. 7 of the agenda.</p> <p>Discussion of/Consideration of Board Approval of Proposed MAX Lunch Policy...(A. Davis)</p> <ul style="list-style-type: none"> As discussed/recommended at the June 2017 MAX Board meeting, Dr. A. Davis presented the proposed MAX Lunch Policy that would be included in the policy manual to align with the request made by the State Department regarding the lunch policy. <p>Discussion of/ Consideration of Board Approval of Proposed 2017-2018 Calendar Dates of Monthly MAX Board of Directors Meetings...(B. Broussard)</p> <ul style="list-style-type: none"> B. Broussard submitted the proposed 2017-2018 Calendar Dates for Monthly MAX Board of Directors Meetings for approval. <p>A motion was made by B. Broussard, seconded by B. Aucoin, to deviate from the agenda to handle the three (3) action items in Agenda Item No. 7 of the agenda ...Motion was passed unanimously.</p> <ul style="list-style-type: none"> A motion was made by Dr. A. Davis, seconded by B. Broussard, to accept and implement the formal lunch policy (7.4. Administration and Staff Responsibilities Regarding Student Meals)... Motion passed unanimously. A motion was made by B. Broussard, seconded by Dr. A. Hebert, to accept the 2017-2018 Calendar as written and change it only if necessary ... Motion was passed unanimously.

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<ul style="list-style-type: none"> • The doorbell needs to be replaced. • Cameras need to be checked for malfunction. <p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <ul style="list-style-type: none"> • SEE ABOVE FOR OTHER REPORTS. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none"> • Saturday, June 3, 2017 – Pictures of MAX Charter School’s 9th Annual “Race for Their Future” 5-K Race Fest appeared in <i>The Courier</i>. • Friday, June 9, 2017 – Board members were sent another forwarded message from LAPCS containing an informational update on the Legislative Session. • Saturday, June 10, 2017 – A picture of the winners in the D.A.R.E. Essay Contest appeared in <i>The Courier</i>. Winners were Peyton Thibodaux (1st), Aaron Benoit (2nd) and Seth Lirette (3rd). • Monday, June 12, 2017 - Board members were sent an email notification that contained a front-page article entitled “Nicholls Ranks High for Students with Dyslexia,” which included a picture of K. Chauvin. This article appeared again on Sunday, June 4, 2017, in the Area News (InBrief) section of the newspaper. • Wednesday, June 21, 2017 – Board members were sent a forwarded email from LAPCS Legal & Policy Director Sarah Vandergriff entitled “2017 Second Special Legislative Session Recap” that included a list of more than twenty-five (25) education bills that were passed and are awaiting the Governor’s signature. 	<ul style="list-style-type: none"> • J. Giardina offered to get the number for Protecht Security to Rebecca or Suzy to address this problem.
<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"> • Current enrollment for 2017-2018 is 120 students with twenty-eight (28) students on the waiting list. • Teachers Deborah Guidry, Rhonda Avants, and Ciji Monaghan have elected not to return. • Brenda Goulas (former para) will teach 6, 7, and 8 grade math. • MAX has hired two (2) teachers and will hire a para. • Tiffany Quick will be working part-time. Jason Talbot and Dr. Meghan Medley will work in some capacity with MAX. • Trustees will come on July 17 & 18 for school maintenance. The hall will be painted, and the outside of the building will be pressure washed. • <i>Project Read</i> and <i>Language Science</i> trainings, led by Ms. Musson and Terri Matherne, will be held on July 25, 26, and 27. Teachers and para-professionals are to attend. 	

	<ul style="list-style-type: none"> • Online Ethics Training (www.ethics.la.gov) is to be done once a year. • Back-to-School Staff Development Days will be held on August 4, 7, 8, and 9. All staff is expected to attend. <ul style="list-style-type: none"> ○ Presentations pertaining to 504, Special Education, FERPA (Student Privacy), Bullying, Dyslexia, and ADHD will take place. <ul style="list-style-type: none"> ▪ B. Broussard inquired about a crisis management and response plan training, but administration could not confirm a definite training date at this time. ○ Inspirational speaker Steve Morgan is scheduled. • Lunch Policy – A lunch policy has been written as requested by the State Department and will be included in the policy manual. • LEAP Scores received are as follows: <ul style="list-style-type: none"> ○ ELA – 57% Proficient ○ Math – 33% Proficient • Students report to school on Thursday, August 10, 2017. • 2017-2018 school-wide theme is <i>There’s No Place Like MAX</i>. <p>Director’s Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • MAX has received the mock-up of the rack card for its website, but the website has not been updated as of yet. • MAX would like to get the Charter Contract amended to increase enrollment for the future. <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • Parents can sign up for a voluntary hot lunch program. <ul style="list-style-type: none"> ○ MAX will offer students the option to purchase lunch from Sodexo on Monday-Thursday for \$4.00 each. ○ On Fridays students will be able to purchase lunches from Pizza Hut, Firehouse Subs, or Canes at reasonable prices. • The PTA is looking into other fundraisers for the coming school year – for example – a bike event in the fall or a fais do do. • Open House will be held on Tuesday, August 22, 2017. 	<ul style="list-style-type: none"> • The State Department & BESE need to be contacted to get this amendment in motion.
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	The next Board meeting will be Thursday, August 3, 2017	
12. Adjournment	The meeting adjourned at 10:45 A.M.	A motion was made by B. Aucoin, seconded by Wendie Darcey, to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: August 3, 2017

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, and Dr. Cleve Hill (9:10 A.M.)

Also present were Rebecca Walker, Linda Musson, Suzy Bourg, Dr. Jim Barr (9:26 A.M.), Warren Triche (9:57 A.M.), and Janice Fabregas who took the minutes,

Absent: Andrea Bollinger-Giardina, J.J. Buquet, Alex Arceneaux, Dr. Angelle Hebert, Wendie Darcey, and Crystal Guillot

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 July 6, 2017, were presented.	<ul style="list-style-type: none"> The Minutes of July 6, 2017, were accepted as presented.
4. Board Training/Special Guest Presentation	K. Chauvin reported that she and Alison Borne had participated in a webinar on July 27 th regarding the 2017-18 Charter Extension and Charter Renewal Process . A Power Point of this information was sent to the Board members.	
5. Teacher Representative Report	No Report	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> S. Bourg presented the June 2017 financial statements. S. Bourg went over the financials S. Bourg requested a motion be made to adopt the 2017-2018 MAX School Budget as presented. <p>Grants:</p> <ul style="list-style-type: none"> IDEAB and ESSA grant applications for 2017-2018 have been submitted and are substantially approved. The federal allocations have been received and are included in the proposed budget. J. Giardina asked if MAX is open for another application to the Lorio Foundation. <ul style="list-style-type: none"> S. Bourg replied that she was not sure when this would be available. Dr. A. Davis brought up the Lafourche Education Foundation and its grants and asked if the MAX qualifies. 	<ul style="list-style-type: none"> A motion was made by B. Broussard, seconded by Dr. A. Davis, to adopt the 2017-2018 MAX School Budget as written ... Motion was passed unanimously. J. Giardina will check further into this.

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<ul style="list-style-type: none"> ○ Both R. Walker and B. Broussard confirmed that MAX was at one time the recipient of one or more of LEF's grants. ○ R. Walker recalled that MAX would at one time receive information on applying for a LEF grant but hadn't received any information in a while. <p>Building & Sites Representative Report: Although there was no official report, R. Walker asked about the possibility of putting vents on closet doors in the building.</p> <p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Progress of Memorandum of Understanding (MOU) –</p> <ul style="list-style-type: none"> ● Dr. A. Davis and L. Musson are putting together the final MOU which then needs to be submitted to Dr. Murphy at Nicholls State University. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none"> ● July 2017-- Three (3) pictures of MAX Charter School's 9th Annual "Race for their Future" 5 –K Race Fest appeared in <i>What Now Magazine</i>. ● Monday, July 17, 2017 – Board members were sent a forwarded email message from Caroline Roemer of LAPCS containing the latest monthly newsletter. Included in this month's edition was a preview of the School Leader Handbook which included a checklist of common requirements for charter schools. ● Thursday, July 20, 2017 – <i>The Courier</i> published an article on the local nonprofit Girls on the Run Bayou Region. MAX Charter School participates in this program and has a team of runners and volunteer coaches. ● Monday, July 24, 2017 – <ul style="list-style-type: none"> ○ Max Board members were sent the latest on the Type 2 Funding Lawsuit. ○ Casey Gisclair wrote an article in <i>The Times (Houma/Thibodaux)</i> on the new Wellness Center at Thibodaux Regional Medical Center. A picture of Governor John Bel Edwards and several other dignitaries (including Jake Giardina and Dr. Cleve Hill) present for the grand opening in late fall of 2016 was featured in the article. ● Tuesday, August 1, 2017 – MAX Board members were sent a forwarded copy of the latest LAPCS newsletter from Governance Director Neil Ranu. The email allowed members to access the spring 2017 LEAP Assessment Results and estimate the school's SPS 	<ul style="list-style-type: none"> ● R. Walker said that she would call and inquire. ● J. Giardina will check further into this. ● J. Giardina replied that this could be done and that he would look into this. ● K. Chauvin requested that Dr. Meagan Medley, Assistant Professor of Psychology at NSU, be contacted to help. Dr. Davis will send her a copy of the MOU.
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	<p>scores before their official release.</p>	
<p>8. Other Reports</p> <p>Note: Dr. Jim Barr, who was not present for Agenda Item # 6 and his discussion on grants, presented his report at this time.</p>	<p>Principal’s Report (See Attached Copy): R. Walker reported on the following:</p> <ul style="list-style-type: none"> • Current enrollment for 2017-2018 is 120 students. <ul style="list-style-type: none"> ○ Twenty-three (23) students are on the waiting list. • Hallway painting and building pressure-washing have been completed. • The sheds have been organized, and the front yard has been spruced up by April Becnel, a parent volunteer. • Back-to-School Staff Development Days are scheduled for August 4th, 7th, 8th, and 9th. • The PTA will provide lunch for the staff on Wednesday, August 9th. • Vents are needed for the hall closet doors and the technology closet in the teachers’ lounge. • Sodexo will provide Monday—Thursday lunches this school year. <ul style="list-style-type: none"> ○ Online ordering will be available. • A map donated by J. Giardina is now framed and displayed. • New Parent Orientation will be Tuesday, August 8th. • School Opening will be Thursday, August 10th. • Back-to-School Night will be Tuesday August 22nd. <p>Director’s Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • Professional Development is ongoing. • The mockup of the Rack Card for the school’s website has been received, but it will need to be revised. • L. Musson requested a motion be made to go into Executive Session to discuss an admissions issue. She also asked that Alison Borne, Data Coordinator and MAX Admissions Team member, be present for the discussion. <p style="text-align: center;">Executive Session began at 9:35 A.M. Regular Board Meeting resumed at 9:55 A.M.</p> <p>Dr. Jim Barr discussed information on grants.</p> <ul style="list-style-type: none"> • Dr. Barr distributed information on different Education and Technology Program School Station Grants to the Board members. <ul style="list-style-type: none"> ○ Dr. Barr plans to meet with the teachers to explain 	<ul style="list-style-type: none"> • J. Giardina addressed this need in Agenda Item #6 and said he would handle this request. • A motion was made by K. Chauvin, seconded by Dr. C. Hill, to go into Executive Session to discuss an admissions issue and have Alison Borne present ... Motion was passed unanimously. • A motion was made by Dr. C. Hill, seconded by Dr. A. Davis, to return to the regular session...Motion was passed unanimously.

	<p>the process involved with applying for these “low – hanging fruit” grants and help them with grant writing for their particular needs.</p> <p>Dr. Jim Barr’s Report on Results of R. Walker’s Leader Evaluation</p> <ul style="list-style-type: none"> • Dr. Barr distributed an 8-page rubric on the results of R. Walker’s Leader Evaluation and began to explain each section. • Final total of points, which had not yet been determined, will be calculated and given out at a later date to determine R. Walker’s over-all evaluation rating. <p>Parent Committee Report: PTA President Wendie Darcey was absent from the meeting but sent in her report by email. Since PTA Vice President Crystal Guillot was also absent, Principal Rebecca Walker gave the following report:</p> <ul style="list-style-type: none"> • MAX PTA will provide lunch for the faculty and guest speaker on Wednesday, August 9th. • Hot lunches on Monday—Thursday with Sodexo is a go. <ul style="list-style-type: none"> ○ Letters from the PTA will be sent home the first day of school with Sodexo’s contact information and instructions on how to order. • The first PTA meeting will take place before Open House on Tuesday, August 22nd. 	<ul style="list-style-type: none"> • Dr. Cleve Hill recommended that Board members be allowed to review the information on their own and come back with questions if they didn’t understand. <ul style="list-style-type: none"> ○ Dr. Barr agreed with Dr. Hill’s suggestion and did not go into an in- depth report at this time.
<p>9. New Board Business</p>	<ul style="list-style-type: none"> • K. Chauvin informed the Board that she received an email from U.S. Congressman Garret Graves’s District Director David Cavell regarding the possibility of having Congressional Staffer Jennifer Bollinger of Garret Graves’s office visit/tour The MAX. 	<ul style="list-style-type: none"> • J. Giardina offered to host a meeting at his home on Thursday, August 10, and then a tour of The MAX could be conducted. • L. Musson suggested that all the state legislators be invited to visit The MAX during the school year.
<p>10. Motion to Go Into Executive Session</p>	<p>Board members went into Executive Session earlier in the meeting. See Agenda Item # 8, Director’s Report.</p>	
<p>11. Announcements</p>	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, September 7, 2017. • MAX employees and MAX Board/committee members must attend a one-hour ethics training annually. For online training please go to www.ethics.la.gov. <ul style="list-style-type: none"> ○ Ethics training will also be held at the Warren J. Harang, Jr. Municipal Auditorium on Tuesday, October 24, 2017, from 2:00 P.M. – 3:00 P.M. Go to www.ethics.la.gov for more details. 	
<p>12. Adjournment</p>	<p>The meeting adjourned at 10:35 A.M.</p>	<p>Motion was made by Dr. C. Hill and seconded by K. Chauvin to adjourn the meeting ... Motion was passed unanimously.</p>

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: September 7, 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 (9:30 A.M.), Dr. Angelle Hebert, Wendie Darcey, and Crystal Guillot

Also present were Rebecca Walker, Linda Musson, Suzy Bourg, Dr. Jim Barr, Michelle Giardina, and Janice Fabregas who took the minutes. **Note:** Teacher Representative Helena Salmon—along with new MAX personnel Melanie Melancon, Marie Crosby, and Jenny Gros

Absent: Andrea Bollinger-Giardina, J.J. Buquet , and Alex Arceneaux

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 August 3, 2017, were presented.	<ul style="list-style-type: none"> The Minutes of August 3, 2017, were accepted as presented.
4. Board Training	No Report	
5. Teacher Representative Report NOTE: Teacher Representative Helena Salmon, together with the three (3) new faculty members, was not initially present at the meeting when this agenda item came up; hence, in an effort to save time, the MAX Board moved on to Agenda Item #6 with the intent of returning to Agenda Item #5 as soon as the designated personnel arrived.	Helena Salmon, 6 th – 8 th Grade Social Studies teacher, gave the following report: <ul style="list-style-type: none"> Ms. Salmon first shared a heartfelt story with the Board members. Ms. Salmon introduced new faculty and staff: <ul style="list-style-type: none"> Melanie Melancon – 4th/5th Grade Social Studies Marie Crosby – 2nd/3rd Grade Jenny Gros – Upper School Math Para Benchmark assessments are currently taking place. Student Council campaigning/elections are being held this week. The Back-to-School Dance will be held on Friday, September 22, 2017. All teachers are submitting DonorsChoose.org projects to be sent to Chevron for possible funding. 	
6. Finance Report	Financial Report and Update on Insurance and Finance Matters <ul style="list-style-type: none"> S. Bourg presented the July 2017 financial statements. S. Bourg went over the financials. Grants: <ul style="list-style-type: none"> Title I, Title II, and IDEAB 4th Quarter Reimbursements were received from the state in July 2017. Regarding the Lorio Foundation, a letter requesting an application needs to be submitted. Application is due by 	NOTE: B. Broussard stepped out the meeting for a short period of time to take pictures of the three (3) new faculty/staff members. Upon her return the Board members were discussing renewing membership in the Houma-Terrebonne Chamber of Commerce. <ul style="list-style-type: none"> J. Giardina suggested that S. Bourg and R. Walker look into a project to submit to the Lorio Foundation for the grant money.

	<p align="center">October 31, 2017.</p> <p>Discussion of/Consideration of Renewing Membership in The Houma-Terrebonne Chamber of Commerce and LAPCS</p> <ul style="list-style-type: none"> • B. Aucoin asked the Board if The MAX should renew the membership in the Houma-Terrebonne Chamber of Commerce as an invoice was received in the amount of \$200.00. • B. Broussard requested that membership in LAPCS be renewed. <p>Grants (continued) Dr. J. Barr reported on the following:</p> <ul style="list-style-type: none"> • Although the previously scheduled grant writing workshop had to be postponed, Dr. Barr will work on getting another one scheduled in the very near future. • Dr. Barr informed the Board members of a grant writer who is retired from NSU and previously worked with him in writing grants--Shannon Lafont. <p>Building & Sites Representative Report: B. Aucoin reported on the following:</p> <ul style="list-style-type: none"> • The lockbox has been installed. • R. Walker reported some issues with the air conditioning. • The doorbell has been replaced. 	<ul style="list-style-type: none"> • The Board agreed to renew its membership in the Houma-Terrebonne Chamber of Commerce. • It was decided that membership in LAPCS be renewed for 2017-2018. • Dr. Barr suggested that the Board look into the possibility of hiring Ms. Lafont to help with grant writing. • Jake will check with Trent's regarding this problem.
<p>Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Progress of Memorandum of Understanding (MOU) –</p> <ul style="list-style-type: none"> • Dr. Davis referred to the draft of the newly revised copy of the MOU that was included in the packet for the Board members. <ul style="list-style-type: none"> ○ He indicated that the College of Education at NSU will need to look at the MOU before its renewal. • L. Musson requested that the food service with Sodexo/or another vendor be included in the MOU. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none"> • <u>Saturday, August 5, 2017</u> – A photo of MAX 7th grader Brady Hebert attending the Saints training camp on July 29, 2017, appeared in <i>The Courier</i>. • <u>Friday, August 11, 2017</u> – Pictures from the opening days of school for both the professional staff and students were sent to local media for publication. • <u>Saturday, August 20, 2017</u> – Five (5) photos related to the first day of school for students on Thursday, August 10, 2017, appeared in “Class Acts” in <i>The Courier/The</i> 	<ul style="list-style-type: none"> • Dr. A. Hebert will meet with Dr. L. Jones and others at NSU to review the MOU and have it renewed.

	<p><i>Daily Comet.</i></p> <ul style="list-style-type: none"> • <u>Wednesday, August 23, 2017</u> – Board members were sent a forwarded email message from Caroline Roemer of LAPCS containing the latest monthly newsletter entitled Back2Court – Back2School. Board members were made aware of the following: <ul style="list-style-type: none"> ○ Type 2 Funding Lawsuit will be heard by the Louisiana Supreme Court on Tuesday, September 5, 2017. ○ The school’s LAPCS membership is up for renewal. ○ The US Department of Education has approved Louisiana’s Every Student Succeeds Act or ESSA. ○ The Louisiana Charter School Conference will be held in New Orleans on December 13 and 14, 2017. ○ The Annual Financial Report (AFR) Training is scheduled for Friday, September 15, 2017, in Baton Rouge. • <u>Wednesday, August 30, 2017</u> – <i>The Courier/Daily Comet</i> and other local media publicized the closings and cancellations of area public and Catholic schools in Terrebonne and Lafourche Parishes due to Hurricane Harvey. The MAX was included in the notice. • <u>Thursday, August 31, 2017</u> – Board members were sent a notice about the Louisiana Supreme Court hearing on Tuesday, September 5, 2017, and a two-page attachment that contained the key facts on the Type 2 MFP Lawsuit, courtesy of LAPCS Governance Director Neil Ranu. • <u>Saturday, September 2, 2017</u> – Board members were sent a forwarded email copy of a Letter to the Editor of <i>The Advocate</i> penned by Christin White-Kaiser, parent and national board member of PublicSchoolOptions.org that called on the Louisiana Supreme Court to put an end to the uncertainty of thousands of students and families who attend Type 2 public charter schools in Louisiana. 	
<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"> • R. Walker, L. Musson, and A. Borne will be attending the Supervisor’s Collaboration on Tuesday, September 19, 2017. • Enclosed in the Board packet was a copy of a letter from the Louisiana Department of Education regarding At-Risk/Economically Disadvantaged Enrollment. Of particular concern to The MAX are the following requirements: <ul style="list-style-type: none"> ○ Requirement to have 66.9% At-Risk... Presently The MAX has 51 out of 120 who are economically disadvantaged. It needs 69. The school is eighteen (18) students short. 	<ul style="list-style-type: none"> • J. Giardina suggested that a meeting with John White be scheduled to review the requirements and see how The MAX can be in compliance.

- Requirement that charter schools participate in the **National School Lunch Program** which would provide free and reduced price meals for students that meet the income requirements...
- Requirement that charter schools provide free transportation by 2018 (Presently The MAX does not provide free transportation.)
- The **LDOE Renewal Visit** will be held on Tuesday, September 26, 2017 at 9:00 A.M.
- There will be a meeting next week to revise the Crisis Plan, and it will be presented to the staff on Thursday, September 21st.
- Kristine Russell, Assistant District Attorney, Lafourche Parish will give a **Cell Phone and Internet Safety Presentation** on Tuesday, November 7, 2017, for the parents and on Thursday, November 9, 2017, for the students.
 - Dr. C. Hill asked if the school had a cell phone policy.
 - R. Walker replied there was a policy in place, but it needed to be reviewed to include a policy regarding cyber bullying and proper usage. She also mentioned some new rules on sexting.
- **Redesign Grant** - A meeting was held at J. Giardina's house with a representative from a character building program called "The Leader in Me."

Director's Report

L. Musson reported on the following:

- Cody Blanchard is working on the website.
 - Last week the first parents (Mel & Nancy Duplantis) were interviewed for their testimonial to be put on the website.
 - The first interview with a student was with a former MAX student who is presently a sophomore in high school.
- **Constitution Week Observance/Celebration**
 - On Friday, September 15, 2017, a streaming of a virtual field trip on the Constitution will be held.
 - H. Salmon, the Upper School Social Studies teacher, plans to have her students present a Reader's Theater featuring the events surrounding the development of our American Constitution with a focus on the founding fathers and the Constitutional Convention of 1787 and its aftermath.
 - The skit will be held on the NSU campus at Gouaux Hall at 1:00 P.M. on Friday, September 22nd, if permission is granted.
 - The DAR and Woodmen of the World will be

- MAX Board members are invited to attend.
- Michelle Giardina will get a copy of the cell phone policy used by St. Joseph/E.D. White and give it to R. Walker.
- A grant request for funding for "The Leader in Me Program" will be submitted.
- J. Giardina suggested a group visit the Martin Petitjean School in Rayne, LA, since this school uses this program.

NOTE: Location was later changed to Peltier Hall.

	<p>invited to attend this event.</p> <ul style="list-style-type: none"> • L. Musson has been doing model teaching and Staff Development for the teachers. • Advertising MAX is coming along fine. • L. Musson distributed a mock-up of the rack card to the Board members. These will be distributed to various doctors' offices, social centers, etc. • L. Musson asked J. Giardina for an update on the legislators' visit. • Ms. Musson requested that the Board go into Executive Session to discuss an update from the school's attorney on the admissions issue. <p style="text-align: center;">Executive Session began at 10:10 A.M. Regular Board Meeting resumed at 10:20 A.M.</p> <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • The Coca Cola Fundraiser will be held August 23 – September 22. Delivery will be Wednesday, September 27th. • The PTA is planning on a Fais Do-Do Fundraiser in the fall – the tentative date is November 4th at the Chackbay Fairgrounds. • Sodexo lunches are going well. <p>Dr. Jim Barr's Final Report on Results of R. Walker's Leader Evaluation...Final Score/Rating</p> <ul style="list-style-type: none"> • Dr. J. Barr noted that Ms. Walker's rating was Highly Effective. 	<ul style="list-style-type: none"> • J. Giardina will get back to Ms. Musson on this. • Motion was made by Dr. C. Hill and seconded by B. Aucoin to go into Executive Session to discuss the attorney's update... Motion was passed unanimously. • B. Broussard offered to email the final report to all Board members.
9. New Board Business	None	
10. Motion to Go Into Executive Session	See Director's Report above.	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, October 5, 2017. • MAX employees and MAX Board/committee members must attend a one-hour ethics training annually. For online training please go to www.ethics.la.gov. <ul style="list-style-type: none"> ○ Ethics training will also be held at the Warren J. Harang, Jr. Municipal Auditorium on Tuesday, October 24, 2017, from 2:00 P.M.– 3:00 P.M. Go to www.ethics.la.gov for more details. 	
12. Adjournment	The meeting adjourned at 10:22 A.M.	Motion was made by Dr. C. Hill and seconded by B. Aucoin to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: October 5, 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, J.J. Buquet, and Wendie Darcey

Also present were Rebecca Walker, Linda Musson, Suzy Bourg, Michelle Giardina, and Janice Fabregas who took the minutes. **Note:** Teacher Representative Elizabeth Kohlhund

Absent: Andrea Bollinger-Giardina, Dr. Angelle Hebert, Alex Arceneaux, and Crystal Guillot

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 September 7, 2017, were presented.	The Minutes of September 7, 2017, were accepted as presented.
4. Board Training	Dr. Hill will attend the Leadership Training luncheon for Board members in New Orleans next week and will report on it at the next Board meeting.	
5. Teacher Representative Report	<p>Elizabeth Kohlhund, 4th & 5th Grade Science teacher, gave the following report:</p> <ul style="list-style-type: none"> • <u>Lower School</u> <ul style="list-style-type: none"> ○ Teachers are working on 2nd grade interventions to improve students’ Dibels scores. ○ Students are working hard in <i>Lexia</i>, and all students have reached their first milestone. ○ The 2nd graders are starting a new <i>Reading Wonders</i> program. ○ Synergy Bank representatives are providing 3rd graders economic lessons once a month and have started a savings program for the students. • Since the state is requiring schools to have a recycling program implemented, Ms. E. Kohlhund, Ms. S. Pierce, and Ms. M. Crosby attended an Environmental Awareness Training and Recycling Program in Assumption Parish. • <u>Middle School</u> <ul style="list-style-type: none"> ○ Plans are being made for a field trip to <i>An Acadian Thanksgiving</i> the week of November 6th or November 13th at 9:15 A.M. or 11:00 A.M. at the Thibodaux Playhouse Wetlands Center at 314 St. Mary Street, Thibodaux, LA. <ul style="list-style-type: none"> ▪ The school is working on securing transportation for this field trip. • Students have been introduced to a new IXL Computer-Based Program that offers individualized remediation and acceleration type studies for all students in all subjects. • The first MAX Student Council dance was a success. • Family Fun Night is scheduled for the end of October. 	<p>NOTE: 8TH graders are also included in this Synergy Bank Partnership.</p> <p>Students will receive lessons on these programs— one in the fall and one in the spring.</p>

	<p>Upper School students performed a Reader’s Theater Presentation of “United We Stand” to re-enact the story about our nation’s Constitution. The event was held in Peltier Auditorium on the Nicholls State University Campus. Pictures were taken and sent to the media for publication.</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"> • MAX Janitor Sue Cressione has resigned. The position is temporarily filled, and applicants are being interviewed. • The Redesign Grant was submitted on Friday, September 29, to the state. <ul style="list-style-type: none"> ○ The 3-year grant proposal requested approximately \$500,000 to include professional development, salary for interventionist and salary for school counselor, weekly data team meetings, and a math program. • The LDOE Renewal Visit was held with some minor findings which are being corrected. The renewal is going to BESE in January. • The Personnel Attendance Policy needs to be revisited to add a section to apply to part-time employees to grant 10 days (8 sick days and 2 personal days) per year with the potential to grant emergency days with principal/director approval. • The Synergy Bank Partnership is going well. Representatives have been helping students with setting up savings accounts and providing lessons to 3rd and 8th graders. • An application has been made to the Lorio Foundation for a \$50,000 grant to be used for “The Leader in Me Program.” • The following Staff Development days have been scheduled: <ul style="list-style-type: none"> ○ Suicide Awareness/Prevention--Tuesday, October 2 (Dr. Medley) ○ Seclusion/Restraint Policy Overview--Tuesday, October 10 (Ms. Borne) ○ Written Expression Training--Tuesday, October 17 (Ms. Musson) ○ De-escalation Techniques, Bullying Awareness/Prevention, Dating Violence Awareness/Prevention – Thursday, October 19. ○ Report Form Training (Ms. Musson)... Tuesday, October 24 • The following building issues were discussed: <ul style="list-style-type: none"> ○ Bell System Update ○ Video Surveillance Update ○ Locks on Doors ○ Boys’ Bathroom ○ “Soft Spots” in Janitor’s Closet ○ A/C Repairs ○ Baseboards ○ Board of Health Visit in April. <p>Director’s Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • Ms. Musson gave out copies of a Resolution co-sponsored by 	<p>Dr. Al Davis will work with administration and others to amend this policy to include part-time employees.</p>

	<p>Congressman Bill Cassidy designating October 2017 as “National Dyslexia Awareness Month.”</p> <ul style="list-style-type: none"> ○ MAX observes Dyslexia Awareness Month in October. ○ MAX participates in collecting “<i>Dimes for Dyslexia.</i>” ○ <i>Dance for Dyslexia</i> will be held at the end of October. <ul style="list-style-type: none"> ● Ms. Musson will conduct Teacher Staff Development on October 17, 2017, and October 24, 2017. ● Advertisement is now underway, and the rack cards have been received. ● The MAX website is being worked on. <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> ● The Coke Fundraiser made a profit of \$2,000. <ul style="list-style-type: none"> ○ \$1,000 of this amount will go toward the cruise on the raffle for the Race. ● The next fund raiser will possibly be plate lunches. ● The Cajun Christmas Fest will be held on Saturday, December 9th, at the Chackbay Fairgrounds from 10:00 A.M. to 2:00 P.M. ● Sodexo will no longer provide lunches Monday through Thursday due to insufficient participation. PTA will still provide Firehouse & Pizza Hut on Fridays. 	Board members were invited to take a card.
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> ● The next Board meeting will be Thursday, November 2, 2017. ● MAX employees and MAX Board/committee members must attend a one-hour ethics training annually. For online training please go to www.ethics.la.gov. <ul style="list-style-type: none"> ○ Ethics training will also be held at the Warren J. Harang, Jr. Municipal Auditorium on Tuesday, October 24, 2017, from 2:00 P.M. – 3:00 P.M. Go to www.ethics.la.gov for more details. ● The MAX Christmas Gathering/Dinner, cohosted by the Giardina Family, will be held on Wednesday, December 20, 2017, at the Thibodaux Regional Wellness Center beginning at 6:30 P.M. 	
12. Adjournment	The meeting adjourned at 10:00 A.M.	Motion was made by J.J. Buquet and seconded by B. Aucoin to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: November 2, 2017

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, Dr. Cleve Hill, J.J. Buquet, Dr. Angelle Hebert, and Crystal Guillot (arrived at 9:25A.M.)

Also present were Rebecca Walker, Linda Musson, Suzy Bourg, Dr. Jim Barr, Michelle Giardina, and Janice Fabregas who took the minutes. **Note:** Teacher Representative Rebecca Durocher

Absent: Karen Chauvin, Andrea Bollinger-Giardina, Alex Arceneaux, and Wendie Darcey

AGENDA	RECOMMENDATION	
1. Call to Order	J. Giardina called the meeting to order at 9:02 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 5, 2017, were presented.	The Minutes of October 5, 2017, were accepted as presented.
4. Board Training	<ul style="list-style-type: none"> • Dr. Hill distributed a handout that briefed the MAX Board on what he learned at the October 11th Lunch & Learn Workshop presented by Sarah Vandergriff (LAPCS Legal & Policy Director) and Dr. Keith Courville (A+PEL Executive Director) in New Orleans, along with Neil Ranu (LAPCS Governance Director) and another A+PEL representative. <p>Dr. Hill will get more information when he attends the LAPCS Conference in December.</p>	<ul style="list-style-type: none"> • It was recommended that The MAX start looking at the MFP Accountability Reports from the LaDoE to obtain as much data as possible so that there will be enough data to address any discrepancies noted. • Another suggestion was that The MAX start utilizing the services of A+PEL. <ul style="list-style-type: none"> ○ One of their services is helping with surveys (<i>pro bono</i>) which could be beneficial to The MAX. The contact person is Keith Courville.
5. Teacher Representative Report	<p>Rebecca Durocher, 4th & 5th Grade Math teacher, gave the following report:</p> <ul style="list-style-type: none"> • Family Fun Night was held on Thursday, October 26th and was a huge success. Approximately 140 people attended, including students and family members. • October was Dyslexia Awareness Month. <ul style="list-style-type: none"> ○ Students participated in “Dimes for Dyslexia,” an activity that will conclude Friday, November 3rd. The class winner will be announced next week. ○ Students held a “Dance for Dyslexia” on Friday, October 27, 2017, ten minutes before dismissal. ○ The students celebrated Red Ribbon Week/Drug-Free Week with lots of fun activities. • Lower School had a visit from the Thibodaux Fire Department on Monday, October 23, 2017. • Middle School and Upper School are preparing for the <i>LEAP 360 Diagnostic Test</i> coming up in the next few weeks. • Upper School had their first pumpkin carving contest. Students also were given a lesson on mummification in Mrs. Salmon’s room and used a chicken (Pharaoh Bob) to demonstrate the process. 	

<p>6. Finance Report</p>	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. Bourg presented the September 2017 financial statements. • S. Bourg went over the financials <p>Grants: Dr. J. Barr reported on the following:</p> <ul style="list-style-type: none"> • A 3-hour grant-writing workshop is planned for Friday, November 3, from 12:00 until 3:00 P.M. Shannon Lafont will assist Dr. Barr with the workshop as they help four (4) science and math teachers work on the QSM (Quality in Science and Math) Grant. • The <i>Lorio Foundation</i> has changed its structure on funding and is now looking at long-term investments. • Dr. Hill asked about the changes in the structure of the <i>Gates Foundation</i>, but Dr. Barr did not have this information. <p>Building & Sites Representative Report: B. Aucoin reported on the following: The issues with the walls of the boys’ bathroom will be addressed by putting stainless steel on the walls.</p>	<ul style="list-style-type: none"> • Dr. Barr suggested a group get together to look at funding strategies.
<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <ul style="list-style-type: none"> • Dr. A. Davis gave an update on the amended Policy 3.0 Leaves & Absences...As It Relates to Part-time Employees. <ul style="list-style-type: none"> ○ Dr. Davis met with R. Walker, and the amendment was made as requested. This amended policy will be sent to the Board members by email for review, and this will be submitted to the Board members for approval at the next Board meeting. • Progress of Memorandum of Understanding (MOU) – <ul style="list-style-type: none"> ○ J. Giardina reported that the MOU has been renewed and signed. <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <p>Publicity requests for MAX Charter School’s CAJUN CHRISTMAS FESTIVAL were sent to <i>The Courier</i>, <i>The Daily Comet</i>, Bill Ellzey, “Big Fun on the Bayou,” “Class Acts,” <i>What Now Magazine</i>, <i>POV Magazine</i>, the Thibodaux Chamber Insight Newsletter, and Gumbo Entertainment.</p> <ul style="list-style-type: none"> • Saturday, October 7, 2017 – <i>The Courier</i> published a picture sent by DAR (Daughters of the American Revolution) that included The MAX faculty, students, and parents during the annual commemoration of Constitution Week celebrated during the week of September 17-23, 2017. • Sunday, October 8, 2017 – Congratulations to Rochelle Bergeron, a former MAX student of the Class of 2015, who was selected as the 2017 Teen Queen of Lower Atchafalaya River. • Wednesday, October 18, 2017 – Board members were sent a reminder about the Tuesday, October 24, 2017, ethics training to be 	<ul style="list-style-type: none"> • A copy of the signed MOU will be sent to B. Broussard, who will email it to the MAX Board.

	<p>held at the Warren Harang, Jr. Municipal Auditorium from 2:00 P.M. to 3:00 P.M..</p> <ul style="list-style-type: none"> • Saturday, October 28, 2017 – Two (2) pictures involving MAX Charter School were published in <i>The Courier</i>. One was a repeat from October 7, and the second was of MAX 7th Grader Hunter Savoie ringing the Lafourche Parish Courthouse Bell. • The decision on the Type 2 Funding Lawsuit before the Louisiana Supreme Court has not yet been received. The Board members will be sent an email as soon as a decision is reached. 	
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> • The janitor position has been filled. Sophia Flakes has been hired. • In matters concerning the Louisiana Department of Education... <ul style="list-style-type: none"> ○ The 2017 SPS Score (D) was released verbally in a conference call on Tuesday, October 31st. This score will be released publicly on Tuesday, November 7th. <ul style="list-style-type: none"> ▪ R. Walker explained how this score is/was calculated. • The Board packet contained a copy of the new Louisiana School Finder, an interactive, online tool that provides families with information about schools in their area. • R. Walker, A. Borne, and L. Musson will be attending the Supervisor and Coordinator’s Collaboration Meeting on Thursday, November 16th. • R. Walker attended the New Principal’s Meeting, sponsored by the Louisiana Association of Principals, in Baton Rouge on Monday, October 23rd. <ul style="list-style-type: none"> ○ R. Walker met the principal of Greater Grace Charter Academy in Vacherie, LA, and will be in future contact with her. • R. Walker and A. Borne attended the LaKey Luncheon and Presentation by Drs. Sally and Bennet Shaywitz. <ul style="list-style-type: none"> • The Personnel Attendance Policy has been amended and is pending the approval of the Board. • The Cell Phone and Internet Safety Presentation will be given by Kristine Russell, Assistant District Attorney, Lafourche Parish, on Tuesday, November 7th, to the parents and on Thursday, November 9th, to the students. • De-escalation strategies and bullying issues were addressed by Tiers, an organization of school psychologists who offer professional assistance to Type II charter schools. • The Veterans Day Program will be held on Friday, November 10, at 11:00 at Nicholls State University. <p>Director’s Report</p> <p>L. Musson reported on the following:</p> <ul style="list-style-type: none"> • The NSU Job Fair will be held on Tuesday, November 14th, and some 	<ul style="list-style-type: none"> • R. Walker expressed a concern about MAX not being included/mentioned as a school for dyslexia and plans to bring it to the attention of the Shaywitzes since she was reluctant to do so at the actual presentation. • Board approval will be proposed at the December 7th meeting.

	<p>of the MAX personnel will be attending.</p> <ul style="list-style-type: none"> • During yard maintenance it was noted that some of the plants were dying, and so they were removed, and new ones will be replanted. • Staff Development in October included the following: <ul style="list-style-type: none"> ○ Suicide Prevention/Awareness ○ Seclusion/Restraint Policy Overview ○ Written Expression/Report Form ○ De-escalation Techniques, Bullying Awareness/Prevention, and Dating Violence Awareness/Prevention • The Christmas play will be held on Tuesday, December 19, and practice is ongoing. Tickets are on sale for \$8, \$10, and \$12. • The MAX website is still a work in process. <p>Parent Committee Report: Crystal Guillot reported on the following:</p> <ul style="list-style-type: none"> • The PTA is working on the Christmas Fest which will be held on Saturday, December 9th at the Chackbay Fairgrounds. • The PTA is also working on preparations for the annual Race on March 10, 2018 . <ul style="list-style-type: none"> ○ Raffle tickets will be available soon. 	
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, December 7, 2017. • Cajun Christmas Fest: Saturday, December 9, at the Chackbay Fairgrounds • The 10th Anniversary Louisiana Charter Schools Conference in New Orleans...December 13-14, 2017. • MAX Christmas Play: Tuesday, December 19, 2017 • MAX Christmas Dinner: Wednesday, December 20, 2017, at the Thibodaux Regional Wellness Center at 6:30 P.M. 	
12. Adjournment	The meeting adjourned at 10:02 A.M.	Motion was made by J.J. Buquet and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: December 7, 2017

TIME: 9:02 A.M.

PLACE: Max Charter School

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

Also present were Rebecca Walker, Linda Musson, and Michelle Giardina. **Note:** Dr. Meagan Medley was the guest speaker, and Mr. Keith Wommack was the teacher representative.

Absent: Andrea Bollinger-Giardina, Dr. Cleve Hill, Dr. Angelle Hebert, Alex Arceneaux, J.J. Buquet, and Wendie Darcey

AGENDA	RECOMMENDATION	
1. Call to Order	J. Giardina called the meeting to order at 9:02 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 November 2, 2017, were presented. **A request to deviate from the Agenda was made.	The Minutes of November 2, 2017, were accepted as presented. A motion was made by B. Broussard, seconded by B. Aucoin, to deviate from the Agenda to take up Item #7 , which contained two (2) Action Items needing MAX Board Approval... Motion was passed unanimously.
DEVIATION FROM THE AGENDA	ITEM # 7...Ad-Hoc Committee/Coordinator Reports/Updates Dr. A. Davis introduced the following two (2) Action Items that required Board Approval: <ul style="list-style-type: none"> • Amended Policy 3.0 Leaves & Absences as it relates to part-time employees. • The newly signed <i>Memorandum of Understanding (MOU)</i> <p>After the vote was recorded, the meeting returned to regular order.</p>	<ul style="list-style-type: none"> • A motion was made by Dr. A. Davis, seconded by B. Broussard, to accept <u>as written</u> the proposed alterations to Section 3.0 of the <i>Personnel Policy and Procedures Manual</i> ... Motion was passed unanimously. • A motion was made by Dr. A. Davis, seconded by C. Guillot, to accept the wording and actions taken in concert with Nicholls State University regarding the <i>Memorandum of Understanding (MOU)</i> dated October 31, 2017... Motion was passed unanimously.
4. Board Training/Special Guest Presentation	<ul style="list-style-type: none"> • Special Guest Holly Duchmann, Lifestyles Reporter for <i>The Courier</i> and the <i>Daily Comet</i>, was unable to attend. • Dr. Meagan Medley, Psychology Assistant Professor at NSU, informed the Board that she is presently helping MAX Charter School with crisis planning intervention, post-intervention, etc. <ul style="list-style-type: none"> ○ Dr. Medley, Jason Talbot, and Rebecca Walker met with University Police Chief Craig Jaccuzzo on the NSU campus to discuss procedures related to crisis planning. <ul style="list-style-type: none"> ▪ Chief Jaccuzzo advised that in the case of a crisis at the school, the NSU rules would supercede any 	<ul style="list-style-type: none"> • Dr. Medley recommended that a representative group work on wording to put into a MAX student manual

	MAX procedures.	<p>to make this public knowledge.</p> <ul style="list-style-type: none"> ○ Dr. Medley will meet with the NSU Crisis Committee to help with this. ● Dr. A. Davis suggested that this statement could possibly be put in the By-Laws.
5. Teacher Representative Report	<p>Keith Wommack, 6th – 8th Grade Science teacher, reported on the following:</p> <ul style="list-style-type: none"> ● The Lower School visited the Thibodaux Playhouse. ● Middle School and Upper School are utilizing the I-Excel Program. ● Practice is ongoing for the MAX Christmas Play. ● Mr. Wommack shared a heartfelt story with the Board members. ● Michelle Giardina took the opportunity to share her own heartfelt story about The MAX. ● K. Chauvin added to the two (2) stories above and spoke about a former MAX student, currently a sophomore in a Civil Engineering Program at Louisiana Tech, who is doing extremely well at the university. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> ● B. Aucoin presented the October 2017 financial statements. ● B. Aucoin went over the financials <p>Grants: There was no official report or update available, but a need for additional funding through grants was discussed. Various names were mentioned during the discussion.</p> <ul style="list-style-type: none"> ● J. Giardina asked that a concerted effort be made to find a grant writer who would consider writing grants for the school. ● Also, a discussion was held about the possibility of increasing enrollment which would help increase the funding from the state. <p>Building & Sites Representative Report:</p> <ul style="list-style-type: none"> ● Boys’ bathroom still has issues. Repairs may be done during the Christmas holidays. ● B. Aucoin asked if the air conditioner issues had been resolved. <ul style="list-style-type: none"> ○ R. Walker reported that the work done to the air conditioner system so far has worked well. 	<ul style="list-style-type: none"> ● Dr. Al Davis asked that names of grant writers be submitted at the next Board meeting on January 4th. ● It was recommended that the president start the procedure and fill out the paperwork necessary to increase enrollment and obtain BESE approval.
7. Ad-Hoc Committee/Coordinator Report/Updates	<p>Ad-Hoc Committee/Coordinator Report/Updates See Deviation Above for Action Items.</p> <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following:</p> <ul style="list-style-type: none"> ● Publicity for the MAX Charter School’s Cajun Christmas Festival has continued throughout the entire month of November. ● Tuesday, November 7, 2017 – <i>The Courier/Daily Comet</i> 	

	<p>published two (2) pictures in the “Class Acts” section of its newspaper – a photo of the three (3) newly hired professional staff members and the other of the newly elected officers of the 2017-2018 MAX Student Council.</p> <ul style="list-style-type: none"> • <u>Tuesday, November 14, 2017</u> – <i>The Courier/Daily Comet</i> published two (2) pictures in the “Class Acts” section of its newspaper which included a picture of the students who participated in the school’s Reader’s Theater Presentation of “United We Stand.” • <u>Friday, November 7, 2017</u> – Mary Downer Ditch, Managing Editor of Rushing-Media.com contacted B. Broussard about writing a short story about the Cajun Christmas Fest. • <u>Monday, November 20, 2017</u> – <i>The Courier/Daily Comet</i> Staff Reporter Brent St. Germain featured the Rodrigue brothers in an article entitled “Rodrigue Brothers Thrive as Miniature Bull Riders.” Jay and Carson Rodrigue are the state’s top miniature bull riders for their respective age groups after winning the Louisiana Miniature Rodeo Association’s Competition November 12 in Greenwell Springs. • <u>Wednesday, November 22 & 29, 2017, and Sunday, December 3, 2017</u> – Bill Ellzey’s columns in <i>The Courier/Daily Comet</i> for three (3) consecutive weeks contained more information and excellent coverage of our first ever Cajun Christmas Festival fundraiser. • <u>December, 2017</u> – The Holiday Issue of the <i>Gumbo Entertainment Guide</i> contained the article from Mary Downer Ditch on MAX Charter School’s festive fundraiser. <p>A decision on the Type 2 Funding Lawsuit before the Louisiana Supreme Court has still not yet been received.</p>	<ul style="list-style-type: none"> • B. Broussard suggested that perhaps it could be arranged for the Board to meet the Rodrigue boys personally at the January MAX Board meeting.
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> • R. Walker had a conversation with Olin Parker who sent a draft of the Annual Review (copies were given to the Board members.) The MAX School will be brought up for a 3-year renewal on December 11, 2017, at the BESE Board meeting. • The Business Manager position is still open. Interviews are presently being held. • R. Walker thanked B. Broussard and Dr. A. Davis for completing the changes to the Personnel Policy and Procedures Manual. <ul style="list-style-type: none"> ○ The revisions will be shared and discussed with the staff. • The state is requesting that a separate policy be written as it pertains to any student fees. <ul style="list-style-type: none"> ○ Once written and approved, the policy should be posted on the school’s website and be included in the student handbook. <ul style="list-style-type: none"> ▪ R. Walker and A. Borne will work on this policy. • B. Broussard asked about the status of the website. 	

	<ul style="list-style-type: none"> ○ R. Walker reported that this has not been completed as of yet. <p>Director's Report L. Musson reported that the MAX Christmas Play tickets have been sold out.</p> <p>Parent Committee Report: Crystal Guillot reported on the following:</p> <ul style="list-style-type: none"> • Preparations for the Christmas Fest scheduled for Saturday, December 9, 2017, are ongoing. • The Race preparations are also ongoing. • The PTA is trying to get the Race raffle tickets out before the Christmas break. 	<ul style="list-style-type: none"> • It was suggested that maybe someone else be contacted to complete the website.
9. New Board Business	<ul style="list-style-type: none"> • B. Broussard asked about scheduling a MAX Foundation Board meeting to follow the January 2018 MAX Charter School Board meeting... 	<ul style="list-style-type: none"> • J. Giardina agreed to this.
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, January 4, 2018. • MAX Cajun Christmas Fest: Saturday, December 9, 2017 ... Chackbay Fairgrounds... 10:00 A.M.-2:00P.M. • The 10th Anniversary Louisiana Charter Schools Conference in New Orleans – December 13-14, 2017 • MAX Christmas Play: Tuesday, December 19, 2017 • MAX Christmas Party: Wednesday, December 20, 2017 ... Thibodaux Wellness Center ... 6:30 P.M. • Winter Break: December 21-January 3, 2018... School Closed. • REMINDER: MAX employees and MAX Board/committee members must attend a one-hour ethics training annually. For online training, please go to www.ethics.la.gov. 	
12. Adjournment	The meeting adjourned at 10:18 A.M.	Motion was made by B. Aucoin, seconded by C. Guillot to adjourn the meeting...Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: January 4, 2018

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, and Dr. Cleve Hill (left 9:53 A.M.)

Also present were Rebecca Walker, Dr. Jim Barr, Warren Triche (9:20 A.M.),and Janice Fabregas who took the minutes. **Note:** Teacher Representative: Suzanne Cavalier

Absent: Dr. Angelle Hebert, Andrea Bollinger-Giardina, Alex Arceneaux, J.J.Buquet, Wendie Darcey, and Crystal Guillot

AGENDA	RECOMMENDATION	
1. Call to Order	J. Giardina called the meeting to order at 9:01 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 December 7, 2017, were presented.	The Minutes of December 7, 2017, were accepted as presented.
4. Board Training/Special Guest Presentation	<ul style="list-style-type: none"> • Principal R. Walker introduced special guests, MAX students and Louisiana’s Top Miniature Bull Riders Jay and Carson Rodrigue and their parents Eddie and Danielle Rodrigue. The boys shared some of their bull riding experiences with the Board members. • Dr. A. Davis reported that Special Guest Carrie Castille was unable to attend this meeting but wishes to meet with the Board to discuss financing opportunities at a later date. • Dr. C. Hill briefed the Board members on the 10th Anniversary Louisiana Charter Schools Conference scheduled on December 13-14, 2017, in New Orleans. • K. Chauvin reported that Caroline Roemer will be sending updated Board handbooks to The MAX. 	
5. Teacher Representative Report	<p>Suzanne Cavalier, 6th-8th Grade ELA teacher, gave the following report:</p> <ul style="list-style-type: none"> • The Christmas play was a huge success. • The Giardina Family Holiday Gathering was a very enjoyable event again this year. • The teachers are preparing for state testing and are dedicated to raising the test scores. • The 4th graders are starting geometry. • The ELA teachers are working on increasing writing scores. • Ms. Pierce’s 1st & 2nd graders made Christmas ornaments. • <i>Girls on the Run</i> will be starting in February and will be headed by Catrina Aucoin and Kim Landry. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • B. Aucoin presented the November 2017 financial statements. • Bank statements for November 2017 have not yet been reconciled. • B. Aucoin went over the financials <p>Grants: Dr. J. Barr reported on and discussed an email he sent out to Board members</p>	<ul style="list-style-type: none"> • Dr. Barr will be contacting Pat Caillouet of

7. Ad-Hoc Committee/Coordinator Reports/Updates

whereby 1- new sources were identified for the support for capital funding and 2-new national sources were identified that provide further potential funding.

Building & Sites Representative Report:

R. Walker spoke of potholes in the parking lot.

Ad-Hoc Committee/Coordinator Reports/Updates

- Dr. Davis gave an **Update on Policy Regarding Crisis Planning Recommended by Dr. Meagan Medley**. Dr. Medley is still working on coming up with language to create a policy to be put in Section 6.
- Principal R. Walker gave an **Update on the Progress of Policy Mandated by the State As It Pertains to Student Fees**. R. Walker and A. Borne are still working on this policy so that it can be included in the MAX handbook.
- K. Chauvin had no information on the **Application to BESE (Material Change to Charter) Regarding Increased Enrollment** since she had not filled in an application.

Public Relations Report: (See Attached Copy)

B. Broussard reported on the following:

- Publicity for MAX Charter School's **Cajun Christmas Festival** continued in December until the actual event on Saturday, December 9, 2017, and beyond.
- **Sunday, December 3, 10, and 17, and Wednesday, December 6, 2017** - Bill Ellzey's columns in four (4) separate issues of *The Courier/Daily Comet* contained mention of MAX Charter School's **Cajun Christmas Festival** and/or the MAX students' seeing their very first snow.
- **Tuesday, December 5, 2017** --- A picture was in "Class Acts" taken of MAX Cross Country Team members Zander Ledet and Fernando Sanchez who won ribbons at the Lakes Soccer Field in Houma.
- **Saturday, December 9, 2017** --- *The Courier/Daily Comet* published a sampling of the dozens of photos readers shared of the rare snow, and MAX Charter School was included.
- **Tuesday, December 12, 2017** --- *The Courier/Daily Comet* published two (2) pictures in the "Class Acts" section of Principal Rebecca Walker holding a sign that read "Best Day Ever" with some of the MAX students enjoying **Snow Day**.
- **Tuesday, December 19, 2017** --- *The Courier/Daily Comet* published four (4) pictures in the "Class Acts" section taken at the school's **Cajun Christmas Fest**.
- **Friday, December 22, 2017** --- MAX Board members received a copy of the latest newsletter from LAPCS entitled "*2017 - LAPCS Year in Review*".
- J. Giardina asked if a DVD would be available of the Christmas play.
 - R. Walker replied that there would be one available.

the Lafourche Education Foundation, Bayou Region, and Entergy to get information on possible grants.

- J. Giardina will send someone to grade the parking lot.
- K. Chauvin will have an update for the next Board meeting in February 2018.

<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 MAX was granted renewal for three (3) years at the December BESE meeting. • The Business Manager position was offered to Suzette Dehart, and she is scheduled to start on Monday, January 22, 2018. • School Choice Week will be held January 22nd – 29th, 2018. • The Admissions Period is Monday, January 8, through Thursday, March 1st. • Open House will be scheduled in early February. • Lottery will be held on Thursday, March 21st. • The Enrollment Procedures to include verbiage of weighted lottery to meet LDOE’s requirements regarding Economically Disadvantaged percentage will be revised. <p>Director’s Report No report...Director Musson was unable to attend.</p> <p>Parent Committee Report: Principal R. Walker gave the PTA report.</p> <ul style="list-style-type: none"> • The Cajun Christmas Fest was well attended, and it raised approximately \$8,000. • The PTA is looking at the possibility of doing another Fall Festival. • The March 10th Race Fest preparations are ongoing. 	
<p>9. New Board Business</p>	<p>J. Giardina reported that on January 3rd there was a dedication of the Resource Room at E.D. White Catholic School.</p> <ul style="list-style-type: none"> • Dr. A. Davis asked about the possibility of going to E.D. White after the next Board meeting to see the Resource Room. 	<ul style="list-style-type: none"> • J. Giardina replied that the opportunity to visit could be arranged.
<p>10. Motion to Go Into Executive Session</p>	<p>None</p>	
<p>11. Announcements</p>	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, February 1, 2018. • Martin Luther King Holiday: Monday, January 15, 2018 ... School Closed. 	
<p>12. Adjournment</p>	<p>The meeting adjourned at 10:20 A.M.</p>	<p>Motion was made by B. Aucoin and seconded by Dr. A. Davis to adjourn the meeting ... Motion was passed unanimously.</p>

NOTE: Upon adjournment of the above meeting, the first meeting of **The MAX Charter School Foundation, Inc.** was held. The meeting began at 10:20 A.M. and ended at 10:31 A.M. Board members present were Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, and Dr. Albert Davis. Board members absent were Dr. Angelle Hebert, Andrea Bollinger-Giardina, Alex Arceneaux, J.J.Buquet, Dr. Cleve Hill, Wendie Darcey, and Crystal Guillot.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: February 1, 2018

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, Wendie Darcey, and Crystal Guillot

Also present were Rebecca Walker, Linda Musson, Suzette DeHart, Dr. Jim Barr, (9:35 A.M.,) Michelle Giardina, Rhett “Buck” Myhand, and Janice Fabregas who took the minutes.

Note: Teacher Representative Sloan Pierce—1st/2nd Grade teacher

Absent: Jake Giardina, Andrea Bollinger-Giardina, and Alex Arceneaux

AGENDA	RECOMMENDATION
1. Call to Order	K. Chauvin called the meeting to order at 9:01 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 4, 2018, were presented. The Minutes of January 4, 2018, were accepted as presented.
4. Board Training	Special Guest Dr. Carrie Castille was unable to attend the meeting. She is scheduled to attend the March 1, 2018, meeting. K. Chauvin asked for a show of hands on how many Board members and/or others would be taking the tour at E.D. White after the meeting. <ul style="list-style-type: none"> • Responding affirmatively were Karen, Boo, Al, Cleve, Rebecca, and Jim. Jason Talbot was to meet the group at E.D. White.
5. Teacher Representative Report	Sloan Pierce, 1 st and 2 nd grade teacher, gave the following report: Lower School: <ul style="list-style-type: none"> • The students celebrated their 100th day of school with activities in the classroom. • Scholar Dollar Store will be held Thursday and Friday, February 1st and 2nd. • The students took the middle-of-the-year <i>STAR</i> test in math and ELA, and the majority dramatically increased their scores. • Third grade students are preparing for state testing and are focusing on writing. Middle School: <ul style="list-style-type: none"> • Middle school students—using a typing program—are working on computer skills for state testing. • They are working on <i>Eagle</i> testing and <i>DRC INSIGHT</i>, online learning systems that support and enhance the testing experience, that are aligned with the platform used for annual statewide testing, and that help them develop skills to prepare them for state testing. • Their <i>STAR</i> ELA scores went up. Upper School: <ul style="list-style-type: none"> • Upper school had a winter formal masquerade ball. • The students are preparing for state testing. • Their <i>STAR</i> ELA test scores have increased. • The students are practicing for <i>LEAP</i>.

	<ul style="list-style-type: none"> • Publicity information for MAX Charter School's 10th Annual "Race for Their Future" 5K Race Fest scheduled for Saturday, March 10, 2018, in Peltier Park was sent to all local media as well as having a flyer designed for distribution in local businesses. • <u>Tuesday, January 2, 2018, and Tuesday, January 9, 2018</u>... Pictures appeared in "Class Acts" of the MAX Student Council officers delivering food to the Good Samaritan Food Bank and also one of the Thibodaux Service League recognizing MAX for its service to the community. • <u>Sunday, January 14, 2018</u>... Columnist Bill Ellzey began publicity on the enrollment period. This publicity was repeated in his column on Wednesday, January 17, and again on Wednesday, January 24. • <u>Monday, January 15, 2018</u>...NSU bi-weekly newsletter, <i>Inside</i>, began advertising the 2018-2019 New Students Admissions Period. This publicity will continue throughout the time period deadline on March 1, 2018. • <u>Tuesday, January 16, 2018</u> – <i>The Courier/Daily Comet</i> published two (2) photos in the "Class Acts" section of scenes from "Wizards, Witches, and Wonders," the school's Christmas production based on <i>The Wizard of Oz</i>. • <u>Wednesday, January 17, 2018</u> --- <i>Big Fun on the Bayou</i> began publicity on the MAX Race Fest. This publicity will be ongoing. • <u>Thursday, January 18, 2018</u> --- A "teaser" photo of Dr. Bruce Murphy, Jake Giardina, and Alex Arceneaux taken at a holiday gathering appeared in <i>The Courier</i>. • <u>Saturday, January 20, 2019</u>... <i>The Courier/Daily Comet</i> published two (2) photos in the "Your News" section of its newspaper. One photo duplicated the three (3) gentlemen mentioned above, and the second photo was of the Giardina Family. • <u>Monday, January 22, 2018</u> --- NSU bi-weekly newsletter, <i>Inside</i>, began advertising the MAX Race Fest. This will continue. <p>+++++</p> <p style="text-align: center;">Dr. Barr joined the meeting at 9:35 A.M.</p> <p style="text-align: center;">K. Chauvin asked if he had anything to report on grants.</p> <p style="text-align: center;">His report has been placed under the Section 6, Finance Reports – Grants.</p>	
<p>8. Other Reports</p>	<p>Principal's Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> • A transportation waiver was submitted. <ul style="list-style-type: none"> ○ The documentation added included the following reasons: <ul style="list-style-type: none"> ❖ Economic hardship ❖ Small unique mission-specific school. • A letter, received from the Louisiana Department of Education, stated that MAX School did not meet the requirements for Economically Disadvantaged Enrollment. In response, a plan will be implemented and will include details about the following: <ul style="list-style-type: none"> ○ Weighted lottery ○ Advertisement. • Elise Granier has been hired to teach the students art for 45 minutes each week. <i>ESSA</i> funds will be used to pay her. • Musical instruments will be purchased with <i>ESSA</i> funds and <i>TaWaSi</i> grant money. We are currently looking for a music instructor. 	

	<ul style="list-style-type: none"> • Open House for prospective students will be held on Tuesday, February 6th. • Total new applications to date is five (5.) • Ms. Walker asked for a motion to approve the 2017-2018 Pupil Progression Plan. <p>Director's Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • Rack Cards have been received. They have been distributed to ten (10) places and to parents and also to local schools. • The final meeting regarding the Web Site will be held on Wednesday, February 7, 2018, with Mr. Cody Blanchard. <ul style="list-style-type: none"> ○ The launch date is projected for Tuesday, February 20, 2018. <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • Raffle tickets are now available. • The March 10th Race Fest preparations are ongoing. 	<ul style="list-style-type: none"> • A motion was made by Dr. C. Hill, seconded by J.J. Buquet, to approve the 2017-2018 Pupil Progression Plan as written ... Motion was passed unanimously.
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, March 1, 2018. • P/T Conferences/Staff Development: Friday, March 2, 2018. No students will be attending school that day. • Race Raffle Tickets are presently on sale. Please consider purchasing a few at \$5.00 a ticket. 	
12. Adjournment	The meeting adjourned at 10:10 A.M.	Motion was made by B. Aucoin and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: March 1, 2018

TIME: 9:03 A.M.

PLACE: MAX Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, and Dr. Angelle Hebert

Also present were Rebecca Walker, Michelle Giardina, Buck Myhand, Warren Triche (9:21), and Janice Fabregas who took the minutes.

Note: Teacher Representative Marie Crosby

Absent: Dr. Cleve Hill, Andrea Bollinger-Giardina, J.J. Buquet, Alex Arceneaux, Wendie Darsey, and Crystal Guillot

AGENDA	RECOMMENDATION	
1. Call to Order	J. Giardina called the meeting to order at 9:03 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 1, 2018, were presented.	The Minutes of February 1, 2018, were accepted as presented.
4. Board Training	<p>K. Chauvin introduced Special Guest Dr. Jay Clune, President of Nicholls State University.</p> <ul style="list-style-type: none"> • Dr. Clune first said a few words about himself. He thinks there is great potential for the already established partnership between Nicholls State University and The MAX Charter School and said that the university is happy to have The MAX Charter School on campus. <p>Dr. A. Davis introduced Special Guest Dr. Carrie Castille, the new State Director for USDA (United States Department of Agriculture) Rural Development in Louisiana as of October 2017.</p> <ul style="list-style-type: none"> • Dr. Castille explained that one of her roles is to aid in financing projects for the building of institutions of learning in rural areas. <ul style="list-style-type: none"> ○ Since The MAX expressed an interest in one day building a bricks and mortar building, she felt her expertise could help this effort; thereby, expanding economic opportunities and restoring prosperity in rural Louisiana. ○ After learning more about The MAX and its desire to increase enrollment and possibly expand grades, she mentioned grant possibilities for telemedicine and distance learning. ○ Dr. Castille also shared with board members the fact that her son has dyslexia and the many struggles he faced and continues to face.. <p>Dr. Castille introduced her co-worker Mack MaCraney, Area Director, Rural Development, Amite/Lafayette.</p> <ul style="list-style-type: none"> • Mr. MaCraney spoke about loan program requirements with regard to financing in rural areas. He also said they could possibly offer lower interest rates and longer financing terms compared to commercial lenders. 	
5. Teacher Representative Report	<p>Marie Crosby, 2nd/3rd Grade teacher, gave the following report:</p> <ul style="list-style-type: none"> • Ms. Crosby started by sharing a heartfelt story with the MAX Board. 	

	<p>Student Admissions Period has been ongoing throughout the month of February. Applications have been accepted since Monday, January 8, 2018, and continue through Thursday, March 1, 2018. The lottery will be held on Wednesday, March 21, 2018. A flyer was designed for distribution in local businesses, and two (2) billboards are presently on display.</p> <ul style="list-style-type: none"> ❖ Publicity information for MAX Charter School’s 10th Annual “Race for Their Future” 5K Race Fest scheduled for Saturday, March 10, 2018, in Peltier Park has been ongoing. Flyers for both the race and the MAX Cajun Cook-off were designed for distribution in local businesses. • Thursday, February 1, 2018 – A tour of E.D. White’s Academic Enhancement Resource Room, arranged by MAX Board Chairman Mr. Jake Giardina, took place immediately after he monthly MAX Board meeting. In attendance were MAX Board President Karen Chauvin with Jason Talbot from the Louisiana Center for Dyslexia, MAX Board members Carol “Boo” Broussard, Dr. Albert Davis, and Dr. O. Cleveland Hill along with MAX Principal Rebecca Walker and Dr. Jim Barr. They were greeted by E.D. White President Tim Robichaux and Academic Enhancement Program Director Fran Naquin. Pictures were taken and sent to the media for possible publication. • Tuesday, February 20, 2018... <ul style="list-style-type: none"> ○ MAX Board members were sent a copy of an email from LAPCS Legal & Policy Director Sarah Vandergriff that provided an informational update on the 2018 Special Legislative Session. ○ Two (2) pictures of the E. D. White tour appeared in “Class Acts.” 	
<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"> • Enrollment/Admissions Updates: <ul style="list-style-type: none"> ○ Open House for Prospective Parents was held on Wednesday, February 6. This went very well, and several parents attended the brief Q and A Session and Tour. ○ Approximately 25 applicants have been submitted. ○ The Lottery is scheduled for Wednesday, March 21st, at 8:15 A.M. • Intent to Return Forms have been received, and three (3) students plus all 8th graders are not returning for the 2018-2019 school year. This is a total of twenty (20) students not returning. • L. Musson, A. Borne, and R. Walker will attend the Louisiana Department of Education Supervisor’s Collaboration Event on Wednesday, March 14th. • A. Borne, J. Talbot and R. Walker will attend Prepare Workshops, a curriculum developed by the National Association of School Psychologists, which provides training for schools committed to improving and strengthening their school safety and crisis 	

	<p>management plans and emergency response. It is offered by NSU on Tuesday, April 17th.</p> <ul style="list-style-type: none"> • Art and Music Enrichment: <ul style="list-style-type: none"> ○ Ms. Elise Granier will serve as the art instructor for Grades 1st through 8th. ○ Ms. Katie Robichaux will serve as the music instructor for Grades 1st through 5th. ○ These enrichment classes will be paid for through ESSA Funding. • A PD Workshop which was funded by Blue Cross/Blue Shield was attended by two (2) teachers. Visitors are coming in March to follow-up and receive feedback from the training. • The unfinished 2017-2018 Calendar Meeting will be held today following the Board meeting. <p>Director's Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> • The February 20th launch date of the Web Site did not take place. MAX is waiting on Cody Blanchard to finalize this. • Rack Cards have been put out in approximately forty (40) different places in Thibodaux and Houma. • Parking lot has potholes that need to be fixed. <p>Parent Committee Report: No report</p>	<ul style="list-style-type: none"> • J. Giardina will have someone fix this on the weekend.
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, April 12, 2018.** • P/T Conferences/Staff Development: Friday, March 2, 2018. No students will be attending school that day. • Race Fest is Saturday, March 10, 2018. • Race Raffle Tickets are presently on sale. Please consider purchasing a few at \$5.00 a ticket. • Easter Break: Good Friday, March 30-April 6, 2018 ---School Closed 	
12. Adjournment	The meeting adjourned at 10:44 A.M.	Motion was made Dr. A. Hebert and seconded by B. Aucoin to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: April 12, 2018

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, Alex Arceneaux, and Wendie Darcey

Also present were Rebecca Walker, Michelle Giardina, Suzette DeHart, and Janice Fabregas who took the minutes.

Note: Teacher Representative Helena Salmon

Absent: Andrea Bollinger-Giardina, J.J. Buquet, Dr. Angelle Hebert, and Crystal Guillot

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 March 1, 2018, were presented.	The Minutes of March 1, 2018, were accepted as presented.
4. Board Training	None	
5. Teacher Representative Report	<p>Helena Salmon, Upper School Social Studies 6th, 7th, & 8th Grade teacher, gave the following report:</p> <ul style="list-style-type: none"> • Fifth grade students have been working hard on their LEAP tests this week. • 6th and 7th Graders are preparing for LEAP testing and will be testing April 16-19, 2018. • 8th Graders are preparing for LEAP testing and will be testing April 23-26, 2018. • 3rd & 4th Graders are preparing for LEAP testing and will be testing April 30-May 4, 2018. • Science Field LEAP testing will be given the first week of May. • Students are excited about Field Day/FunDay which will be held on Friday, April 20, 2018. 	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. DeHart presented the February 2018 financial statements. • S. DeHart went over the financials. • S. Dehart also reported to the Board that she has been in an on-going training session with Heather Landry regarding TRSL and has been working on required updates. <ul style="list-style-type: none"> ○ TRSL requires an annual reconciliation of employee and employer contributions, which allows MAX to make corrections to qualifying years of service and salaries. ○ Presently MAX has 77 exceptions/corrections stemming back from 2008 that need to be corrected prior to 6/30/18. • S. DeHart went over the details with the Board members. 	

7. Ad-Hoc Committee/Coordinator Reports/Updates

Grants:

R. Walker reported that Dr. Lafont helped her with submitting the grant to the *Lorio Foundation* requesting funds for science lab equipment and an outdoor learning space.

Building & Sites Representative Report:

B. Aucoin reported the installation of the stainless steel panels in the boys' bathroom has been completed.

Ad-Hoc Committee/Coordinator Reports/Updates

Public Relations Report: (See Attached Copy)

B. Broussard reported that there has been a lot of publicity during the month of March 2018 –including **twelve (12)** photos.

❖ **Saturday, March 10, 2018**

- **MAX Charter School's 10th Annual "Race for Their Future" 5K Race Fest** was held in Peltier Park under accommodating weather conditions.
- Ten (10) MAX students participated in Vandebilt Catholic High School's Elementary Rally held in Houma. Selected MAX students from Grades 5, 6, and 7 competed in English, mathematics, science, and social studies.

❖ **Tuesday, March 13, 2018** --- Board members received good news via LAPCS Communications Director Roby Chavez that a decision on the Type 2 Funding Lawsuit before the Louisiana Supreme Court had finally been determined. The Louisiana Supreme Court ruled **5-3** in favor of state-authorized ("Type 2") charter schools--finding that they are in fact public schools and that their funding via the state's Minimum Foundation Program (MFP) is constitutional.

❖ **Wednesday, March 21, 2018** --- The MAX Admissions Lottery took place at 8:15 A.M.

❖ **Thursday, March 22, 2018** --- MAX Board members were sent a copy of an email from LAPCS Legal & Policy Director Sarah Vandergriff that updated members on **SB 292** by Sen. Regina Barrow. This bill attempted to prohibit any future charter school approval or renewal decision by an authorizer until completion of a charter school performance audit by the state's Legislative Auditor.

❖ **Monday, March 26, 2018** --- MAX Board members were sent a copy of an email from Dr. Jim Barr keeping board and staff up-to-date on important studies that affect funding shifts based on research to increase achievement.

❖ **Tuesday, March 27, 2018** --- Sarah Vandergriff personally delivered two (2) copies of the *Louisiana Charter School Board Legal Handbook* to The MAX.

❖ **Thursday, March 29, 2018** --- MAX Board members were sent a copy of an email from LAPCS Legal & Policy Director Sarah Vandergriff that updated members on **HB 225** by Rep. Stagni that would have required all schools to provide classroom instruction on the dangers of Shaken Baby Syndrome, Sudden Infant Death

	<p>Syndrome, and other causes of injury and death to infants and young children, including car accidents, drowning, and unintentional firearm discharge.</p> <ul style="list-style-type: none"> ❖ Friday, March 30, 2018 --- MAX Board members were sent a copy of the March 2018 LAPCS Newsletter from Sarah Vandergriff which basically underscored the continuing need for statewide advocacy for charter schools in fighting back against anti-charter forces. ❖ Tuesday, April 3, 2018 --- MAX Board members were sent a copy of a letter published in the <i>Wall Street Journal</i> from the Yale Center on Dyslexia and Creativity Co-Directors Drs. Sally and Bennett Shaywitz on the key issue of standardized testing such as the SAT and ACT – “The Gatekeeper Tests.” ❖ MAX Board members received a notification from K. Chauvin concerning the annual Tier 3 Personal Financial Disclosure Statement due Tuesday, May 15, 2018. <p>NOTE: Mentioned at the meeting but inadvertently omitted in the Publicity Report were three (3) pictures plus a “teaser” of the 7th graders demonstrating the traditional Japanese method of printing fish called <i>gyotaku</i> taught by art teacher Ms. Elise Granier (Tuesday, March 27, 2018.) “Class Acts” also published two (2) pictures from the March 10th MAX Race Fest on Tuesday, April 10, 2018.</p>	
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> • Enrollment/Admissions Updates: <ul style="list-style-type: none"> ○ Lottery took place on Wednesday, March 21, 2018. <ul style="list-style-type: none"> ▪ MAX currently has 118 students enrolled for 2018-2019. ▪ 7 students are on the waiting list. ▪ 2 student applications need to be reviewed by the Admissions Committee. • Melanie Melancon, 4th/5th Grade Social Studies Teacher, will not be returning for the 2018-2019 school year. • After receiving some essential feedback, MAX resubmitted the <i>Redesign Grant</i> on Thursday, March 1, 2018. An interview with a representative from the LDOE is scheduled for Wednesday, April 18, 2018. • The Education Department at NSU invited The MAX to attend the Job Fair. <ul style="list-style-type: none"> ○ Linda Musson and Sloan Pierce will attend on Thursday, April 19, 2018. • Alison Borne, Jason Talbot, and Rebecca Walker will attend the <i>PREPaRE Workshops</i> on Tuesday, April 17, 2018. This is a curriculum developed by the National Association of School Psychologists which provides training for schools committed to improving and strengthening their school safety and crisis management plans and emergency response. • R Walker asked the Board for approval of the 2018-2019 MAX Academic Calendar. <p>**A question was raised, and a brief discussion was held on the state’s</p>	<p>A motion was made by K. Chauvin, seconded by Dr. A. Davis, to approve the 2018-2019 MAX Academic Calendar as presented ... Motion passed unanimously.</p>

	<p>request to provide free transportation to students outside a one-mile radius of the school.</p> <ul style="list-style-type: none"> • R. Walker informed the Board that a request for a waiver for next school year has been submitted but has not yet been confirmed. <ul style="list-style-type: none"> ○ J. Giardina asked to whom the request had been sent, but R. Walker could not recall the name of the person involved. She agreed to send it to him. ○ J. Giardina then asked, “Who is responsible for granting the waiver?” Again, she was unable to answer immediately. <p>**Dr. C. Hill asked Ms. Walker if she had received any news on the subject of virtual studies regarding enrollment.</p> <ul style="list-style-type: none"> • Ms. Walker replied no additional students could be added including virtual until the economically disadvantaged amount has been met. <p>Director’s Report L. Musson reported that The MAX Website is ready to be launched.</p> <p>Parent Committee Report: Wendie Darcey reported on the following:</p> <ul style="list-style-type: none"> • PTA members are finishing up the 2018 Race Fest. • 2019 Race Fest is tentatively scheduled for Saturday, March 16, 2019. • Plans for Teacher Appreciation Week are ongoing. • Next month (May) the PTA will have officer nominations and vote in new officers. • There will be no Hot Lunch Fridays in May 2018. • The parking lot needs to have potholes fixed. 	<ul style="list-style-type: none"> • The requested waiver information will be given to J. Giardina to be forwarded to a Senator or Representative for assistance if necessary.
<p>9. New Board Business</p>	<ul style="list-style-type: none"> • Employee Satisfaction/Parent Performance Perception Survey for The MAX: <ul style="list-style-type: none"> ○ K. Chauvin advised that Dr. J. Fields will have the survey links available at the end of this week and he requested the names and email addresses of the faculty and parents so that he could send out the emails. • Mandated School Leader Evaluation of Principal Rebecca Walker for the 2017-2018 School Year: <ul style="list-style-type: none"> ○ K. Chauvin reported that Dr. Jim Barr has agreed to do the Mandated School Leader Evaluation of Principal Rebecca Walker for the 2017-2018 School Year. • Renewal of Director L. Musson’s Services for the 2018-2019 School Year: <ul style="list-style-type: none"> ○ J. Giardina informed The MAX Board that Director L. Musson’s contract for the 2018-2019 school year will not be renewed through The MAX Charter School. However, <ul style="list-style-type: none"> ▪ L. Musson will remain on as a employee, and her salary will be paid for by The Giardina Family Foundation. ▪ L. Musson will work on the enhancement of the school and will be available to Principal R. Walker. 	<ul style="list-style-type: none"> • J. Giardina will have someone fix this on the weekend.

	<ul style="list-style-type: none"> ▪ These previously allocated funds for The MAX Director will be used to hire a Special Education teacher in compliance with the state’s 1508 Special Education Program. 	<p>NOTE: When the Special Education Compliance Issue came up, B. Broussard brought to the attention of The MAX BOARD that the incorrect agenda had been run off for the meeting. A last-minute item by K. Chauvin (Urgent Matter Concerning Special Education Compliance) that was added to the agenda after it had been sent to A. Hebert had not been included.</p> <ul style="list-style-type: none"> • Although Board members were in agreement that a second Special Education teacher should be hired to assist C. Grandin in her duties, it appeared to be more a matter of Best Practices and not necessarily a compliance issue.
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next Board meeting will be Thursday, May 10, 2018. <ul style="list-style-type: none"> ○ Principal R. Walker asked the Board members to consider moving the meeting date back to the first Thursday of the month. • The next Board meeting was changed to Thursday, May 3, 2018. • Deadline for Filing Annual Tier 3 Personal Financial Disclosure Statement is Tuesday, May 15, 2018. <p>It was requested that changes to the existing check writing authorization be made as follows: Jacob Giardina Brian Aucoin Rhett Myhand – Added Suzette DeHart – Added to replace Suzy Bourg</p>	<ul style="list-style-type: none"> • A motion was made by K. Chauvin, seconded by Dr. C. Hill, to change the date of the next Board meeting from May 10, 2018 to May 3, 2018... Motion was passed unanimously. • A motion was made by K. Chauvin, seconded by Dr. C. Hill, to accept the changes to the existing check writing authorization as presented...Motion was passed unanimously.
12. Adjournment	The meeting officially adjourned at 10:26 A.M.	<ul style="list-style-type: none"> • A motion was made by K. Chauvin and seconded by Dr. C. Hill to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: May 3, 2018

TIME: 9:00 A.M.

PLACE: MAX Charter School

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Dr. Angelle Hebert, Brian Aucoin, Dr. Albert Davis, Dr. Cleve Hill, and Crystal Guillot
Also present were Rebecca Walker, Linda Musson, Suzette DeHart, Rhett Myhand, Michelle Giardina, and Janice Fabregas who took the minutes.

Note: Teacher Representative William “Keith” Wommack

Absent: J.J. Buquet, Alex Arceneaux, and Wendie Darcey **Note:** Andrea Bollinger-Giardina officially resigned.

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 April 12, 2018, were presented.	The Minutes of April 12, 2018, were accepted as presented.
4. Board Training	None	
5. Teacher Representative Report	<p>William “Keith” Wommack, 6th-8th Grade Science teacher, gave the following report:</p> <ul style="list-style-type: none"> • <u>Lower School</u> <ul style="list-style-type: none"> • 3rd Graders will have a lemonade stand at the Firemen’s Fair. • Mrs. M. Crosby is taking the students to Synergy Bank. • Although most of MAX students have finished the state testing, 3rd graders will finish on Friday, May 4th. • <u>Middle School</u> <ul style="list-style-type: none"> • Students are winding down for the end of the year. • <u>Upper School</u> <ul style="list-style-type: none"> • Most of the students have finished the state testing. <ul style="list-style-type: none"> ▪ As stated above, 3rd graders will finish on Friday, May 4th. • An end-of-school dance, a neon luau, will be held on Friday, May 11th. • Teachers are trying to get a bus to take the students on a field trip. <p>B. Broussard asked how LEAP testing went.</p> <ul style="list-style-type: none"> • Mr. Wommack replied that it went smoothly, but his opinion was that the computer testing was a bit more difficult for the students than the paper-based tests. The tests were text-heavy. 	

<p>6. Finance Report</p>	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. DeHart presented the March 2018 financial statements. • S. DeHart went over the financials • S. DeHart gave an update on the TRSL situation. • S. DeHart will be working on PEP and JPAM. • A policyholder dividend check of \$375.00 was received from Retailers Casualty Insurance Co., awarded to The MAX Charter School, Inc. for its commitment to safety in the workplace. <p>Grants: None</p> <p>Building & Sites Representative Report: R. Walker commented that more aggregate was needed in the parking lot, and the door on the side was not always latching properly.</p>	<ul style="list-style-type: none"> • R. Walker will call someone about the door.
<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Public Relations Report: (See Attached Copy) B. Broussard's report consisted of the following:</p> <ul style="list-style-type: none"> ❖ The month of April was consumed by mandated testing; hence, there is not much actual publicity to report. ❖ Mentioned and displayed at the April 12 MAX Board meeting but inadvertently omitted in the actual written publicity report were the following two items: <ul style="list-style-type: none"> ○ <u>Tuesday, March 27, 2018</u> --- Three (3) pictures plus a “teaser” of The MAX 7th graders demonstrating the traditional Japanese method of printing fish called <i>gyotaku</i> taught by art teacher Ms. Elise Granier were published in the “Class Acts” section of <i>The Courier/Daily Comet</i>. ○ <u>Tuesday, April 10, 2018</u> --- Two (2) pictures from The MAX Race Fest were published in the “Class Acts” section of <i>The Courier/Daily Comet</i>. ❖ <u>Thursday, April 12, 2018</u> --- A picture (a teaser) of MAX students lining up for the MAX Race Fest was repeated on the front page of <i>The Courier</i>. ❖ <u>Friday, April 27, 2018</u> --- MAX Board members were sent a copy of an email from LAPCS Legal & Policy Director Sarah Vandergriff that updated members on how difficult it has been to protect charter schools' autonomy and how forcing charter schools to be included in all education bills contradicts the entire concept of charter schools. <ul style="list-style-type: none"> ○ Board members were encouraged to send a “Thank You” email to Representative Beryl Amedee for speaking out and defending school choice and for her consistent support in upholding charter school efforts. <p>B. Broussard also informed The MAX Board of the following:</p> <ul style="list-style-type: none"> ❖ A photo of Board member Jake Giardina was published in the local media in an article about the finding of a very old cypress tree which 	

	<p>may be thousands of years old that was buried more than 30 feet deep on property near NSU.</p> <ul style="list-style-type: none"> ○ A lengthy and extremely interesting discussion on the find was held. ❖ Also, a front-page article appeared in the media for board member Dr. O. Cleveland Hill who received a prestigious award from the Louisiana Association of Basketball Coaches—the <i>Mr. Basketball Louisiana Award</i>. ❖ Two (2) new representatives of the PTA will be joining the Board of Directors at the beginning of the new school year. ❖ Andie Bollinger-Giardina has resigned her position on the Board of Directors. <ul style="list-style-type: none"> ○ Replacements are being considered for the vacated position. <ul style="list-style-type: none"> ▪ Dr. A. Davis said that Larry Howell, who is well-known to the majority of The MAX Board members, was interested in serving on The MAX Board and he wished to nominate him for the position. 	<ul style="list-style-type: none"> • B. Broussard read Andie’s letter of resignation to The MAX Board. • Because of Mr. Howell’s impressive educational and professional history and because of his help and interest in establishing The MAX Charter School on the Nicholls State Campus from the onset, a motion was made by Dr. Hill, seconded by K. Chauvin, that Larry Howell be made a MAX Board member pending his acceptance and submission of his resume and other required paperwork. Motion was passed unanimously. • Mrs. Michelle Giardina will get the resume of another possible candidate and send it to the Board members by email for review.
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> • LEAP Testing is almost finished. • The student population for the 2018-2019 school year enrollment is 119 students (19 new students.) <ul style="list-style-type: none"> ○ Eleven (11) students are on the wait list, and one student has an incomplete application. • The LDOE has granted The MAX Charter School a waiver from the general transportation requirements outlined in <i>Section 2801 of Bulletin 126 – Charter Schools</i> for the 2018-2019 school year, contingent on the following actions: <ul style="list-style-type: none"> ○ The MAX Charter School begins serving lunch to students in the 2018-19 school year through participation in the National School Lunch Program (NSLP) or an equivalent program that provides free or reduced price lunches to students meeting the same income criteria for free or reduced price lunch eligibility under the NSLP; and ○ The MAX Charter School continues to provide transportation for 	<ul style="list-style-type: none"> • R. Walker will contact Sodexo regarding the serving of hot lunches for economically disadvantaged students. <ul style="list-style-type: none"> ○ R. Walker indicated that there were forty-one (41) students who qualify.

	<p>any student with a specific transportation accommodation outlined in their IEP.</p> <ul style="list-style-type: none"> • R. Walker will work on getting a side committee to schedule a brainstorming meeting to discuss fundraising. • R. Walker is working on the restructuring of The MAX and will be scheduling a brainstorming meeting. Someone from the State Department will help us with the restructuring. • Crisis Plan Update – Dr. Medley, who has been helping with this, will be leaving her position at NSU. <ul style="list-style-type: none"> ○ R. Walker will get pricing on putting locks on classroom doors. • Staffing Request—R Walker asked The MAX Board for approval to extend the work days and provide funding for the administrative assistant to come in seven (7) days before the start of school and seven (7) days after school ends. • B. Aucoin has volunteered to do the lawn maintenance. • The MAX Website is still not launched. • R. Walker suggested sending “Thank You” notes to the departments at Nicholls State University that have helped The MAX during the year. <p>Director’s Report None</p> <p>Parent Committee Report: Crystal Guillot reported on the following:</p> <ul style="list-style-type: none"> • New PTA officers will be elected to serve for the 2018-2019 School Year.. • PTA members are preparing for Teacher Appreciation Week. 	<ul style="list-style-type: none"> • The MAX Board had no problem with the request for the additional work days.
9. New Board Business	None	
10. Motion to Go Into Executive Session	None	
11. Announcements	<ul style="list-style-type: none"> • The next MAX Board meeting will be Thursday, June 7, 2018. • Deadline for Filing Annual <i>Tier 3 Personal Financial Disclosure Statement</i> is Tuesday, May 15, 2018. • Last Day for Students ... Thursday, May 24, 2018 • Last Day for Teachers ... Friday, May 25, 2018 	
12. Adjournment	The meeting adjourned at 10:36 A.M.	Motion was made by B. Aucoin and seconded by K. Chauvin to adjourn the meeting ... Motion was passed unanimously.

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: June 7, 2018

TIME: 9:00 A.M.

PLACE: Max Charter School

Present: Jake Giardina, Carol “Boo” Broussard, Brian Aucoin, Dr. Albert Davis, Dr. Cleve Hill, JJ Buquet, and Larry Howell

Also present were Rebecca Walker, Linda Musson, Suzette DeHart, Rhett “Buck” Myhand, Dr. J Robert Field, Warren Triche (9:27), and Janice Fabregas who took the minutes.

Absent: Karen Chauvin, Dr. Angelle Hebert, Alex Arceneaux, Wendie Darcey, and Crystal Guillot

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 May 3, 2018, were presented.	The Minutes of May 3, 2018, were accepted as presented.
4. Board Training/Special Guest Presentation	<p>Dr. J Robert Field gave a partial report on the results of the 2018 MAX Employee/Parent Surveys. In summary, Dr. Field made the following observations:</p> <ul style="list-style-type: none"> • There was an increase in participation over last year’s participation; however, the scores from the Employee Satisfaction Survey decreased from the 2017 results. • Communication was cited as one of the largest areas of concern in both the Employee Survey and the Parent Survey. • Leadership and training received the greatest decrease in satisfaction in the Employee Survey. • 57% of parents turned in responses. 75% of employees turned in responses. <p>J. Giardina suggested that a special meeting at an off-site location be held as soon as possible with the MAX employees, Dr. Field, and Board members to discuss the problems perceived from the results of the Employee Survey.</p> <ul style="list-style-type: none"> • J J Buquet offered to pay for any food expenses that may be provided. 	<ul style="list-style-type: none"> • R. Walker will get a listing of all employees of The MAX to J. Giardina so that individual invitations can be sent out.
5. Teacher Representative Report	No Report	
6. Finance Report	<p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. DeHart presented the April 2018 financial statements. • S. DeHart went over the financials. • S. Dehart attended the EGMS (eGMS) Grant Training in New Orleans, which will be followed up with a Webinar on Monday, June 18, 2018. • S. DeHart will be attending a LASBO (Louisiana Association of School Business Officials) Summer Summit in Lafayette on 	

<p>7. Ad-Hoc Committee/Coordinator Reports/Updates</p>	<p>Wednesday, June 20th, which will have a segment about eEGMS/EGMS's new government changes for ESSA.</p> <ul style="list-style-type: none"> • B. Aucoin reported that Gallagher Insurance Company's renewal will be \$1, 650 less this year. <p>Grants:</p> <ul style="list-style-type: none"> • R. Walker reported that Dr. Barr has been emailing some information on grants. • Shannon Lafont has applied for a Dollar General Grant for funds which would be used for technology programs. • J. Giardina once again requested suggestions for someone who would be able to handle the grant writing for The MAX. • J. Giardina reported that a \$20,000 donation was received from Ronald Adams and deposited into The MAX Foundation. • R. Walker reported that the Redesign Grant was denied. • Funding was received from the Lorio Foundation Grant in the amount of \$17,483 which will be used for an outdoor covered area for outdoor classes and lunch. <p>Building & Sites Representative Report:</p> <ul style="list-style-type: none"> • Work will be done on the boys' restroom during the summer months. • R. Walker asked about the air conditioning situation. <p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Public Relations Report: (See Attached Copy)</p> <p>B. Broussard reported on the following:</p> <ul style="list-style-type: none"> • <u>Friday, May 4, 2018</u> --- MAX Board members were sent a copy of an email from LAPCS Executive Director Caroline Roemer that contained the <i>April 2018 Newsletter</i>. Members were informed that on May 1st the Louisiana Supreme Court denied a request for a rehearing over how the state's charter schools are funded and reaffirmed the March court ruling that Type 2 charter schools are public schools and can continue to receive Minimum Foundation Program (MFP) funds from the state. • <u>Monday, May 7, 2018</u> --- MAX Board members were sent a copy of an email from LAPCS Executive Director Caroline Roemer requesting that members email their legislators and ask them to stop the "And Charter School, Too" campaign because it erodes our autonomy around curriculum, operations, employment, and other student issues. • <u>Monday, May 14, 2018</u> --- MAX Board members received Larry Howell's resume. • <u>Tuesday, May 15, 2018</u> --- <ul style="list-style-type: none"> ○ A picture of one of Ms. Crosby's 3rd grade students sampling some of his team's lemonade at the Thibodaux Firemen's Fair was featured in "Class Acts" of <i>The Courier/Daily Comet</i>. 	<ul style="list-style-type: none"> • L. Howell will contact Debi Benoit at NSU. • B. Aucoin will check on cost of fixing the air conditioning problems.
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	<p>The team took first place in best salesmanship and third place in best stand.</p> <ul style="list-style-type: none"> ○ MAX Board members were informed of the 2018-2019 MAX Academic Calendar change. ○ MAX Board members received Larry Howell’s completed Board questionnaire and a notice that Michelle Giardina’s prospective nominee had accepted a position on St. Genevieve’s Board. ● Saturday, May 19, 2018 --- Two long-awaited photos appeared in the “Your News” section of <i>The Courier/Daily Comet</i>. One was with the TaWaSi members, and the other was with Dr. Jay Clune, Dr. Carrie Castille, and Mack McCraney, Jr. ● Monday, May 21, 2018 --- MAX Board members were sent a copy of an email from LAPCS Legal & Policy Director Sarah Vandergriff containing the latest legislative update. ● Friday, June 1, 2018 --- MAX Board members were sent a copy of an email from LAPCS Executive Director Caroline Roemer that contained the <i>May 2018 Newsletter</i>. 	
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached Copy):</p> <p>R. Walker reported on the following:</p> <ul style="list-style-type: none"> ● The funds received from the Lorio Foundation will be used for an outdoor learning space, an outdoor science lab, and a lunch area. Work will begin soon on the foundation and also on putting up an awning. ● R. Walker thanked those who had attended the end of the year events and B. Broussard for taking pictures. ● Presently there are 118 students – 20 new students and 11 students on the wait list. ● MAX is presently interviewing for the 6th, 7th, and 8th grade Writing Teacher. ● Mr. Wommack will teach 6th, 7th, and 8th grade Social Studies. ● Two new teachers have been hired: <ul style="list-style-type: none"> ○ Christie Waguespack as 6th, 7th, and 8th grade Special Education teacher ○ Aaron Lyons as 6th, 7th, and 8th grade Science teacher. ● The Redesign Grant application was denied. ● R. Walker requested approval to purchase the Math Program, <i>Zearn</i>. <i>Zearn Math</i> enables individualized learning with comprehensive and aligned curricular materials: Independent Digital Lessons, Small Group Lessons, Whole Group Materials and Assessments. <i>Zearn</i> offers Professional Development to support implementation. Cost is approximately \$7,000. <ul style="list-style-type: none"> ○ If approval is received, the Math Team will meet next week to discuss plans for the adoption of <i>Zearn</i> for Grades 1-5. ● R. Walker submitted a Student Fees Policy to the Board for approval. If approved it will be included in the 2018-2019 MAX Handbook and will appear on the school’s website. 	<ul style="list-style-type: none"> ● J. Giardina suggested that a decision be made after reviewing the school’s financials. R. Walker will be advised of the decision next week.

	<ul style="list-style-type: none"> R. Walker asked that the school calendar be adjusted to change Easter break due to testing. <p>Director’s Report L. Musson reported on the following:</p> <ul style="list-style-type: none"> The school’s website has been launched. Ms. Musson asked that the Board members visit the website and give feedback on it. L. Musson has been in contact with someone from the National Food Services regarding the state-mandated school lunches that will need to be served this coming school year. A workshop has been offered to do a staff development on how to proceed with serving the lunches. The school is required to get three (3) quotes from different vendors on providing lunches. A representative from National Food Service will visit The MAX on June 18th to discuss this. The PTA would like to have a Fund Raising Committee, and Board members are invited to participate. A Restructure Committee Meeting regarding the restructuring of the schedules for children to receive instruction will be held on Tuesday, June 19, at 1:30 P. M. The Board members are invited to participate. L. Musson attended a Public Relations Project for NSU which has been delayed but will reconvene later. The school is required to do Sexual Harrassment and Sexual Abuse Training which will be done by Safe Schools. The present policies will have to be revisited and updated in the policy manual. Ethics Training will be held in August. <p>Parent Committee Report: None</p>	<ul style="list-style-type: none"> A motion was made by B. Broussard, seconded by L. Howell, to adjust the school calendar to change Easter break due to testing ... Motion was passed unanimously. Dr. A. Davis offered to handle this with assistance from anyone interested.
9. New Board Business	B. Broussard asked that a motion be made to change the date of the July Board meeting from July 5 th to July 12 th due to the July 4 th holiday.	<ul style="list-style-type: none"> A motion was made by J.J. Buquet, seconded by Dr. A. Davis, to change the date of the July 5th Board meeting to July 12th due to the July 4th holiday ... 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, July 12, 2018. 	
12. Adjournment	The meeting adjourned at 11:40 A.M.	<ul style="list-style-type: none"> Motion was made by B. Aucoin and seconded by Dr. Al Davis to adjourn the meeting ... Motion was passed unanimously.