

MINUTES OF VIRTUAL MEETING
The MAX Charter School Board of Directors

To access recording, go to <https://www.youtube.com/watch?v=6pOmNLP46aI&feature=youtu.be>

DATE: July 9, 2020

TIME: 9:00 A.M.

PLACE: Virtual Meeting

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Janice Fabregas, Brian Aucoin, Dr. Al Davis, Dr. Cleveland Hill, Larry Howell, Dr. Scot Rademaker, Dr. Steve Welsh, and Caitlin Stroud

Also **present were** Rebecca Walker, Suzette DeHart, Lacey Crochet, Linda Musson, and Catherine Jordan. **NOTE:** Staff members Alison Borne, Josie Chenier, and Judy Domangue were also in attendance.

Absent: J.J. Buquet and Cortney Percle

| AGENDA (Abbreviated) | 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 |
| 3. Approval of the Minutes | The Minutes of June 4, 2020, were presented. The Minutes of June 4, 2020, were accepted as presented. |
| 4. Finance Report | <p>Financial Report and Update on Insurance and Finance Matters</p> <ul style="list-style-type: none"> • S. DeHart presented the May financial statements. • S. DeHart went over the financials. <ul style="list-style-type: none"> ○ Monthly Recap <ul style="list-style-type: none"> ➤ May MFP... \$ 103,000.00 ➤ Other Sources \$ 25,399.00 ➤ Total May Revenue \$ 128,399.00 ➤ Expenses for May \$ 156,396.00 ➤ Wages & Benefits \$ 152,827.00 84.40% ➤ May Profit Negative \$ (27,997.00) ➤ YTD Loss \$ (22,783.00) ➤ Operating Account \$ 505,703.00 ➤ Payroll Account \$ 2,234.00 ➤ Special Account –Students \$ 12,759.00 ➤ Special Account –School \$ 143,078.00 <li style="text-align: right;">Total \$ 663,775.00 ○ The June 30 PERS (Periodic Expense Reports) payment is due and should be collected by the end of next week. ○ Super App – Changes have been made and submitted, and the school is waiting on approval. ○ Strong Start Amendment to use the funds initially allocated to the counselor is being made so we don’t have to wait three quarters of the year to get these funds. ○ The lunch program is being set up, and the paperwork is being |

finalized.

- We are presently working on 4th Quarter Financials.
- We are also working on Budget for 2020-2021.

Grants

Lacey Crochet reported on the following:

Grants in-Process:

- **Conoco-Phillips Giving Program:**

- **Grant Focus:** To purchase school-wide technology in preparation for distance learning
- **Grant Funding Request:**
 - Chromebooks for Student Use: Purchase 30 @ \$294 ea = **\$8,820**
 - Chromebook Mobile Charging and Storage Cart: **\$1,075**
 - 64gb iPad: 12 @ \$399 ea = **\$4,788**
 - Dell Inspiron Desktop Computers : 4 @ \$729 ea = **\$2,916**

Total Technology Funding Request: \$17,599

Grand Submission Deadline: July 31, 2020

- **LORIO Foundation:**

- **Grant Focus:** To purchase school-wide technology in preparation for distance learning
- **Grant Funding Request:**
 - Promethean Boards: 8 @ \$3,139 ea = **\$25,113**
 - Inspiron Laptops: 12 @ \$810 ea = **\$8,910**

Total Funding Request: \$34,022

Grant Submission Deadline: July 31, 2020

Grants Request Updates:

- **The Peltier Foundation:**

- **Grant Focus:** To improve the overall technology at the MAX Charter School to enhance instruction and curriculum delivery
- **Grant Funding Request:**
 - Chrome Books for Student Use: Purchase 15 @ \$250 ea = **\$3,750**
 - Dell Laptop Computers: Purchase 11 @ \$810 ea = **\$8,910**
 - New Promethean Boards for Classrooms: Purchase 11 = **\$34,530**

Total Technology Funding Request = \$47,190

- **The Max and Victoria Dreyfus Foundation Grant:**

- **Grant Focus:** This grant was to obtain funding to help fund MAX's annual play production. The grant focused on the importance of arts in educating the whole child, and the request included funding to hire a part-time production assistant, to build the set, and to cover

Note: The Peltier Foundation previously awarded MAX a **\$10,000** technology grant to be used to purchase three (3) new Promethean boards for MAX teachers/classrooms. A "Thank You" letter was sent to Mr. Stephen Peltier and the Foundation.

any facility rental fees.

- **Grant Funding Request:** Grant request was for **\$20,000**.

Update – As per the Foundation’s website, “Organizations applying for the Fall grant round (May 10th deadline) can expect to receive a status update by the end of October. Updates will be provided by postal mail or email.”

- **The Bayou Community Foundation – Bayou Recovery Fund:**

Update: The grant request for **\$10,000 to help support the full-time appointment of The MAX Counselor in the 2020-2021 School Year was not awarded** as the Foundation does not generally support requests from schools as this is not their focus. However, the Covid 19 mechanism has a particular focus on mental health support; therefore L. Crochet re-applied to request counselor funding through this particular funding stream.

Grant Revisions:

The Joe and Dorothy Dorsett Brown Foundation

The Joe and Dorothy Dorsett Brown Foundation awarded The MAX **\$9,651** in STEM funding to support the science curriculum and purchase supplemental materials. A funding change request was made to the Foundation to request approval to reallocate the funds to help purchase the **Tier 1, Re-Design IQWST** curriculum. The state funding was less than anticipated; therefore, if this change is approved, it will help offset the expense of the program. **NOTE:** (Pronounced I-Quest...**Investigating and Questioning Our World Through Science and Technology**)

Pending/Potential Grant Opportunities

- **The American Honda Foundation** – STEM grants up to **\$75,000** are available.
- **Bayer Foundation** – Grants of up to **\$25,000**, possibly for a Math Grant, are available.
- **Entergy Grant** – They have funded MAX grants in the past and would be a good resource.
- **Brooks Brothers Foundation** – This foundation offers grants to support social purpose fundraising events.
- **Creative Play Grants** – In-kind donations of playground equipment are possible.
- **GENYouth** – Grants up to **\$3,000** are offered to help schools provide meals to students during the Coronavirus.

Building & Sites Representative Report:

B. Aucoin mentioned some gaps in the grading that needed to be filled in.

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| <p>5. Ad-Hoc Committee/Coordinator Reports/Updates</p> | <p>Ad-Hoc Committee/Coordinator Reports/Updates</p> <p>Public Relations Report: (See Attached Copy) B. Broussard reported on the following: Publicity on MAX students has been very limited.</p> <ul style="list-style-type: none"> • June, 2020...CONGRATULATIONS once again to Layla Borne and her traveling softball team Walkoffs! Layla plays for FASA- the Fastpitch America Softball Association. Layla will be in 8th grade this coming school year. Her team won 1st place in a tournament recently. (Photo below) • June, 2020...CONGRATULATIONS to the Rodrigue boys! According to the Facebook entry, Jay Rodrigue, one of our graduating 8th graders, moved to #1 in the Miniature Bull Riders (MBR) World Standings in the senior age group. His brother Carson, who will be in 6th grade this coming school year, is #8 in the junior age group. (Photo of Jay with parents below) • Applications for MAX Enrollment are still being accepted. • Boo reminded everyone to please set up their Google account with the Username and Password that was given. A. Borne could help set up if necessary. • She commended The MAX personnel who joined the virtual meeting. | |
| <p>6. Other Reports</p> | <p>Principal’s Report (See Attached Copy) R. Walker’s report entailed the following:</p> <ul style="list-style-type: none"> • Re-Entry Planning is well underway. <ul style="list-style-type: none"> ○ A task force has been formed made up of staff members and teachers. ○ Re-Entry Procedures and Policies, along with a 2020-2021 Re-entry Planning Worksheet, were reviewed with the Board members. <ul style="list-style-type: none"> ▪ Pending Board approval, a Policies and Procedures document containing specific details regarding phases, attendance, and wellness policies will be communicated to the parents. ○ Parent Surveys were sent to the parents asking, “If given a choice to opt for virtual learning <u>exclusively</u>, would you choose this?” About thirty (30) parents responded yes. These parents will be contacted, and a decision will be made regarding this. <p>Dr. C. Hill asked if a procedure was in place for students who refuse to wear a mask.</p> <ul style="list-style-type: none"> ➤ R. Walker replied that the staff will do its best to get the students to comply. <ul style="list-style-type: none"> ✓ This response prompted more discussion on the issue, especially because the school is dealing with students who have special needs and various challenges. Teachers, especially English Language Arts (ELA) teachers, as noted by J. Domangue, would face difficulties if students could not “read” their lips, etc.. <p>Dr. S. Welsh asked if masks would be provided for students who did not have a mask.</p> | <p>Face shields were recommended when teaching phonics, etc.</p> |

Discussion and Consideration of Contracting/Hiring a **Certified Nursing Assistant (CNA)** to Monitor and Supervise Students Who Are Ill in an Isolated Health Room/Area in Compliance with Supt. Brumley's "Strong Start 2020 School Reopening Guidelines and Resources."

- **R. Walker** replied yes and mentioned the generosity of **LAPCS** in providing some of the necessary masks and supplies needed.
- Dr. S. Welsh** also asked if a **formal adoption of the guidelines by the Board** would be helpful.
- R. Walker replied yes.
 - ✓ Once again discussion ensued.
- Paraprofessional Offer Letters have been issued for the upcoming school year.
- R. Walker requested that approval be granted to hire a temporary para or **CNA** on a part-time basis to be present at school on the days the regular nurse cannot to help with taking temperatures, monitoring students who are sick and other requirements that will be put in place due to Covid-19.
 - A discussion on hours, cost and affordability, etc. ensued.
- **2020-2021 Enrollment:**
 - 122 students enrolled
 - 4 students on waitlist
 - 4 Applications to review
- **Funding:**
 - **ESSERF** (the **Elementary and Secondary Schools Emergency Relief Fund**) awarded The MAX **\$25,842** which was to be put toward a counselor but now may be used toward purchasing the office window, water fountains, cleaning supplies, PPE, staffing needs, etc.
 - The **Strong Start Incentive Grant** awarded The MAX **\$12,188** which will now be used to purchase math and science manipulatives and an online subscription for a science program.
- Kelly DiMarco will not be visiting the school today, July 9th, but will be

A motion was made by Dr. Welsh, seconded by Dr. Hill, to adopt the approved guidelines as submitted with the **flexibility** to amend it as necessary... Motion was passed unanimously.

Many MAX Board members offered suggestions. In particular, **S. Welsh** suggested contacting the Nursing Department at Nicholls. **S. Rademaker** offered to get in contact with Becky Lyons from nursing. **K. Chauvin** suggested hiring a student or someone at an entry level position. **J. Giardina** asked Lacey if she could assist through a grant of sorts.

A motion was made by Dr. S. Welsh, seconded by K. Chauvin, to approve the temporary hiring of a part-time (3 days a week) para or **CNA** to be at the school on the days the regular nurse is not there to help with taking temperatures and monitoring students that are sick ... Motion was passed unanimously.

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| | <p>calling via phone conference.</p> <ul style="list-style-type: none"> • Building Maintenance: <ul style="list-style-type: none"> ○ Thanks, J. Giardina, for having the parking lot graded! ○ Three (3) classrooms, the hallways, and the cafeteria are being painted. ○ Plexi glass has been installed near the secretary’s desk. ○ New water fountains that are motion-sensor bottle-filling stations will be available in the school. ○ The building is being pressure washed—courtesy of a grandparent. <p>Consultant’s Report/Alumni News/Ms. Musson’s Report:</p> <ul style="list-style-type: none"> • L. Musson is assisting R. Walker with meetings and planning . • L. Musson has begun a series of professional development webinars. <p>Parent Committee Report No report</p> <p>K. Chauvin asked about the raffle, and R. Walker mentioned that the winners were mostly MAX parents and grandparents.</p> | |
| <p>7. New Board Business</p> <p>Consideration of Approval of Proposed MAX Board Calendar Dates for the 2020-2021 School Year</p> | <p>B. Broussard, who was finally unmuted, requested Board approval of the proposed Board Calendar for the 2020-2021 School Year.</p> <p>She also asked about the next PTA meeting. C. Stroud said she would get back with the information.</p> | <p>For unknown reasons, no official approval took place.</p> |
| <p>8. Motion to Go Into Executive Session</p> | <p>None needed</p> | |
| <p>9. Announcements</p> | <ul style="list-style-type: none"> • The next Board meeting will be Thursday, August 13, 2020, the second Thursday of the month. • PTA Meeting: To Be Announced • Remember to get your annual Ethics Training ... www.ethics.la.gov • Staff Development/Teacher Days: Monday-August 3 – Wednesday, August 8, 2020 • First day of school for Students: Thursday, August 6, 2020 • Be sure to open a GOOGLE ACCOUNT with your assigned Username & Password | |
| <p>10. Adjournment</p> | <p>The meeting adjourned at 10:01 A.M.</p> | <p>Motion was made by Dr. C. Hill, seconded by Dr. S. Welsh, to adjourn the meeting ... Motion was passed unanimously.</p> |