

**MINUTES OF MEETING**  
**The MAX Charter School Board of Directors**  
<https://youtu.be/-GWhZnxic I>

DATE: January 7, 2021

TIME: 9:00 A.M.

PLACE: Virtual Meeting

**Present:** Carol “Boo” Broussard, Janice Fabregas, J.J. Buquet, Dr. Al Davis, Dr. Cleveland Hill, Larry Howell, Dr. Scot Rademaker (left at 10:00), Dr. Steve Welsh, and Caitlin Stroud

Also **present were** Rebecca Walker, Suzette DeHart, Lacey Crochet, Catherine Jordan, Michelle Giardina, and Danielle Hebert. **Note:** Judy Domangue was the Teacher Representative.

**Absent:** Jake Giardina, Karen Chauvin, Brian Aucoin, and Cortney Percle. **Note:** Linda Musson was also absent.

AGENDA	RECOMMENDATION	
<b>1. Call to Order</b>	B. Broussard called the meeting to order at 9:02 A.M.	
<b>2. Roll Call</b>	B. Broussard called the roll. R. Walker introduced <b>Danielle Hebert</b> who was hired to replace Suzette DeHart as of January 11 <sup>th</sup> .	
<b>3. Approval of the Minutes</b>	The Minutes of November 19, 2020, were presented.	The Minutes of November 19, 2020, were accepted as presented.
<b>4. Board Training/Special Guest Presentation:</b>	<p>Dr. C. Hill reported on information gathered from the <b>LAPCS Virtual Conference</b> held in December. Principal R. Walker also attended this conference. Dr. Hill discussed the following points:</p> <p>A. <b>Corporate Partnerships (Better Serving Students through Strategic Partnerships)--Moderator Lee Reid of Adams and Reese: LA Revised Statute 17:3991.1</b> permits charter schools to partner with corporate partners who can provide land, renovations, and capital improvements for the charter school in exchange for guaranteed student placements at the charter school.</p> <p>Dr. Hill mentioned Ochsner and Children’s Hospital as examples.</p> <ul style="list-style-type: none"> <li>➤ Michelle Giardina asked Dr. Hill if it would be a conflict of interest for The MAX to partner with <b>Thibodaux Regional Hospital</b>. <p>Dr. Hill made no comment on this question but agreed to talk to J. Giardina about the matter.</p> <ul style="list-style-type: none"> <li>➤ JJ asked if there was some type of <b>tax benefit</b> to the corporate partner. <p>Dr. Hill indicated that an attorney would better be able to answer that question.</p> <ul style="list-style-type: none"> <li>➤ JJ was able to bring up a document related to a <b>Louisiana Tuition Donation Rebate Program</b>, but since MAX students do not pay tuition, this would not apply to our school. </li></ul> </li></ul> <p>B. <b>Accountability in the Time of Missing Test Scores:</b></p> <ul style="list-style-type: none"> <li>➤ Concerns performance contracts and equity for disabled students...</li> </ul> </li></ul>	<p>For more detail, members can visit:  <a href="https://www.louisianabelieves.com/schools/charter-schools/louisiana-corporate-partnerships#:text=Charter%">https://www.louisianabelieves.com/schools/charter-schools/louisiana-corporate-partnerships#:text=Charter%</a>.</p> <p>JJ suggested that either Jake or Cleve present this issue to the Board of Directors at Thibodaux Regional.</p>

	<p>➤ <b>Main Takeaway:</b> Charter schools and their boards need to do a better job of telling their story to their authorizer, especially how the school is measuring growth. We need to consistently talk to BESE Board members and area legislators, inviting them to every school function even if they do not attend. <b>IF YOU WAIT UNTIL BESE STARTS TALKING CLOSURE, YOU HAVE WAITED TOO LONG!</b></p> <p>C. <b>Keynote Speech by Caroline Roemer with Panelists Mary Landrieu, Mike Walsworth (former legislator), and Linda Johnson (former BESE member)...</b> This was basically a continuation of “B” above.</p> <p>➤ <b>Roemer:</b> <i>LAPCS</i> will begin connecting charter members with area legislators in 2021 and will be contacting the school to get names of persons <i>LAPCS</i> can reach out to.</p> <p>➤ <b>Landrieu:</b></p> <ul style="list-style-type: none"> <li>▪ Make sure local elected officials (mayor, sheriff, city council, and parish council, etc. consistently receive invitations to school events and testimonials about the school’s successes.</li> <li>▪ Disseminate authentic life stories of students to the public and elected officials.</li> <li>▪ Post advocacy stories on the website as often as possible.</li> </ul> <p>➤ <b>Walsworth:</b></p> <ul style="list-style-type: none"> <li>▪ Enlist parent advocates to regularly talk to area legislators about the school and its benefits.</li> <li>▪ On all bill proposals, <b>IF YOU WAIT UNTIL THE BILL IS BEFORE A LEGISLATIVE COMMITTEE, YOU HAVE WAITED TOO LONG TO BEGIN TALKING.</b></li> <li>▪ Frequently send letters to the editor of local newspapers thanking elected officials for their efforts, and if parents write these letters, advise them to use their own personal return addresses.</li> </ul> <p>➤ <b>Johnson.</b> Use students and teachers to advocate but infuse all communications with concrete data points.</p>	<p>Much discussion took place on Dr. Hill’s presentation that lasted close to forty-five (45) minutes. <b>PLEASE</b> refer to taped recording for more specifics, especially for comments and suggestions from Dr. Davis, Dr. Welsh, and Dr. Rademaker. Major suggestions included the following:</p> <ul style="list-style-type: none"> <li>• Forming the “Bridge Committee”</li> <li>• Revisiting and possibly revising the existing 2017 <i>MOU</i> signed by Dr. Bruce Murphy and having Dr. Clune sign any newly revised one</li> <li>• Adding an ACTION PLAN to the MOU</li> <li>• Making additional contact with Sandy Holloway who is now the president of BESE</li> <li>• Getting on the agenda of BESE to make a presentation to the full board</li> <li>• Getting The MAX PTA involved with writing testimonials and personal notes.</li> </ul>
<p><b>5. Teacher Representative Report</b></p>	<p>Judy Domangue, Third Grade teacher , greeted everyone with a “Happy New Year” from The MAX Charter Staff and reported on the following:</p> <ul style="list-style-type: none"> <li>• The Christmas play was a success. The students shined, and it was a beautiful celebration for The MAX families.</li> <li>• Throughout the month of January, all grades will be taking the following – <i>iSTEEP, STAR, and LEAP 360</i> which will provide powerful tools needed to assist teachers in implementing <b>programs</b> designed to determine if students are on track and to accelerate their <b>performance</b> if they are below desired levels. It will give staff information to plan for the rest of this year.</li> </ul>	

- For the students who exhibit more challenges, the school is continuing with interventions to help increase our overall scores.
  - Content leaders are meeting with grade levels to unpack lessons and plan for rigorous instruction.
  - *Instruction Partners'* continued work with The MAX Math Department has been very beneficial.
- Mrs. Domangue also read a report from Kelly Guin, School Counselor.
- I am looking forward to 2021 and the opportunities it will bring.
  - In the Counseling Department, I have been working on training the staff in Non-Violent Communication skills.
  - I attended a **Crisis Prevention Institute (CPI)** Training this past October, and now I am providing a condensed version of that training to the staff.
  - I am also sitting in on the Data Meetings at each grade level to better understand where my students are academically.
  - I plan to get back into the classrooms this coming nine weeks and work on self-esteem, organizational skills, and test preparedness.
  - As always, I am open to suggestions on topics/lessons to provide to MAX students. Thanks for your continued support!
- Before leaving, Mrs. Domangue was asked a few questions from Dr. Welsh as it pertained to her 3<sup>rd</sup> grade class numbers of new students. This led to a discussion about challenges in attaining growth from one grade to another and from one teacher to another. She interjected a comment that MAX is much more than just collecting data and that the school has a much more emotional impact on families who see their children progress. She referenced the number of times parents have praised The MAX for fulfilling their child's needs.

Dr. Walsh, Dr. Davis, and JJ encouraged Mrs. Domangue to have parents write these comments down or post a testimonial on the school's website, to record them if possible, or have a video made. Dr. Hill mentioned a proactive project that he uses with his students and that could serve as a model for our teachers or as a recruiting tool of sorts for both MAX and the Dyslexia Center at Nicholls.

**6. Finance Report**

**Financial Report and Update on Insurance and Finance Matters**

- S. DeHart presented the November financial statements.
- S. DeHart went over the financials.

*January 7, 2021*

November MFP	\$	99,211	
Other Sources	\$	13,679	
Total November Revenue	\$	112,890	
Expenses for November	\$	133,137	
Wages & Benefits	\$	108,158	<b>70.10%</b>
November Profit/(Loss)		\$(20,247)	
YTD Profit/Loss	\$	(72,952)	

Operating Account	\$	478,085
Payroll Account	\$	881
Special Account -Students	\$	10,972
Special Account -School	\$	142,670
	\$	<u>632,608</u>

- THE MAX has completed the Annual Financial Report (AFR) and received an **Excellent** rating.
- The audit has been completed. (One finding...PEP/records)
- We are working on **Form 999** which is the IRS Tax Return.
- We will be working on the second quarter financial recording for the school and the 4<sup>th</sup> quarter payroll reports-- **W2's** and **1099** due by the end of the month.
- I have been training replacement Danielle Hebert.
- There are PERS reimbursements that need to be submitted.
- Super App starts next week.

### Grants

Lacey Crochet reported on the following:

### GRANTS IN-PROCESS

- **Bruce J Heims Foundation:**
  - **Grant Focus:** To provide support in helping MAX improve its Reading Program. The grant is nearly complete, and we are requesting funding for **LETRS** training/implementation.
  - **Grant Funding Request:** Amount to be determined based on school-related expenses to enhance the Reading Program

**Grant Funding Announcement/Timeline:** On-going grant opportunity with no timeline specified on their grant portal... This grant is complete in draft form and is awaiting final team feedback/review before submission. These funds would be used to pay stipends for teachers to attend the **LETRS** training by K. Chauvin who will not charge a fee and do this in kind.

### GRANT REQUEST UPDATES:

- **Conoco-Philips 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 Carts:

**\$1,075**

- Apple iPad 128gb: 13 @ \$399 ea = **\$5,187**
- iPad Tripod Stand/Mount: 15 @\$30 each = **\$450**
- Dell Inspiron Desktop Computers : 4 @ \$1,049 ea = **\$4,197**
- **Total Technology Funding Request: \$19,729**

**Grant Funding Announcement/Timeline:**

Proposal/Award Status will be provided to applicants in January 2021.

We have not heard back on this grant.

▪ **Danos Foundation**

- **Grant Focus:** To purchase school-wide technology in preparation for distance learning
- **Grant Funding Request:**
  - Touchscreen Chromebooks for 7<sup>th</sup> & 8<sup>th</sup> Grade Student Use: Purchase 30 @ \$294 each **\$8,820**
  - **Total Technology Funding Request: \$8,820**

**Grant Funding Announcement/Timeline:** Proposal/Award Status will be provided to applicants in January 2021.

**GRANTS NOT AWARDED:**

**Blue Cross Blue Shield of Louisiana – Community Crisis and Disaster Recovery Grants**

**UPDATE: Statement Issued: “The Blue Cross and Blue Shield of Louisiana Foundation** has received hundreds of applications from organizations working to respond to the COVID-19 pandemic and had to make some very difficult choices about which applications would be awarded a Disaster Response Grant. After careful review we have made the decision to **not fund** the proposal you submitted.

We have made grants to local community foundations and United Ways specifically to give local organizations more opportunity for funding relief work, and I encourage you to reach out to them and submit your proposal there as well.”

- **Grant Focus:** To provide support in helping MAX absorb increased costs for materials, supplies, and personnel (Symptom Monitor, Counselor, etc.) due to COVID-19

Will be working on *Peltier Foundation* for grant to be used for medical equipment...

**Building & Sites Representative Report:**

**No report**

7. Ad-Hoc Committee/Coordinator Reports/Updates

Ad-Hoc Committee/Coordinator Reports/Updates  
Public Relations Report: No report

8. Other Reports

Principal’s Report (See Attached Copy)

R. Walker reported on the following:

- Staff Professional Development Day: Monday, January 4, 2021
  - All staff will be **Crisis Prevention Institute** (CPI) Trained by Kelly Guin. Another training day will be Tuesday, January 19, 2021.
- Recent Staff Changes:
  - Business Manager Suzette DeHart resigned, and Danielle Hebert was hired.
  - School Nurse Jenna Fontenot is going on maternity leave beginning Monday, January 18<sup>th</sup>. Brittney LeBlanc will help with some of her duties.
  - Custodian Sophia Flakes will take a four-week medical leave. Pat Hebert will fill in for her while she is gone.
- Admissions:
  - Enrollment period opened on Wednesday, January 6, 2021.
  - Applications are available on the school's website.
  - Enrollment period will be from **Wednesday, January 6, 2021, until Friday, March 19, 2021.**
  - Recorded **Lottery** will take place on **Wednesday, March 31, 2021.**
- LDOE:
  - Super App off-campus work days will be on **Friday, January 15<sup>th</sup>**, and **Friday, February 5<sup>th</sup>**. Suzette DeHart, Danielle Hebert, Alison Borne, and Rebecca Walker will be off campus to work on the Super App.
  - Kelly DiMarco will be visiting on Monday, January 25<sup>th</sup>.
- Parent/Teacher Conferences will be held on Tuesday, January 19<sup>th</sup> by phone or **Google Meet**, a video-communications service.

**Consultant's Report/Alumni News/Ms. Musson's Report:**

**No Report**

**Parent Committee Report:**

Caitlyn Stroud reported on the following:

- On behalf of the PTA and herself, she expressed her appreciation for all that The MAX has done for her child and the rest of the students and said that she would be willing to engage the parents in providing testimonials and messages to legislators, etc.
- The PTA met on Tuesday, January 5, 2021. The next PTA Meeting will be on Tuesday, February 2, 2021, at 6:00 P.M. via **Zoom**.
- The **Alumni Grill Burger of the Month Fundraiser** is this month. Twenty percent (20 %) of these sales will go to The MAX. She thanked K. Chauvin for her involvement in getting this fundraiser accomplished.
- MAX Charter Online Spirit Store is now available – [www.maxcharterspiritstore.com](http://www.maxcharterspiritstore.com).
- The **Coke Fundraiser** for the PTA will start next week through

Visit MAX Charter School's online spirit store to purchase spirit items to help the school:  
[www.maxcharterspiritstore.com](http://www.maxcharterspiritstore.com)

	<p>the end of January.</p> <ul style="list-style-type: none"> <li>• <b>MAX Race Fest/5K Run</b> has been moved to a <b>virtual race</b> and silent auction with a live feed raffle on March 13, 2021. <ul style="list-style-type: none"> <li>○ Raffle tickets are available now. Please contact the school to get a book.</li> <li>○ PTA is accepting Silent Auction items.</li> <li>○ PTA is accepting donations for raffle baskets.</li> </ul> </li> </ul>	
<b>9. New Board Business</b>	<p><b>Other Board Questions and Concerns Related to The MAX</b></p> <p>J. Giardina and K. Chauvin were not present to address the issues cited at this meeting and at the previous meeting.</p> <ul style="list-style-type: none"> <li>• Michelle Giardina asked about the makeup of the “Bridge Committee.” <ul style="list-style-type: none"> <li>○ Once again Dr. Davis, Dr. Welsh, and Dr. Hill offered their views on the makeup, but all decided that the ultimate decision on the matter would be Jake and Karen’s call. They did, however, offer a few suggestions that all members basically agreed on.</li> <li>○ L. Crochet offered to inform Dr. Clune ahead of time that something was in the works. She expressed her desire to see Nicholls involved and put in a plug for the importance of connecting with MAX students and dyslexia, saying that MAX and Nicholls were uniquely primed to be on the forefront of dyslexia awareness. She envisioned this as a recruiting tool—benefiting the students in both schools.</li> </ul> </li> <li>• Dr. Hill mentioned that The MAX Board of Directors should adopt some kind of resolution to present to Suzette DeHart for her years of service and dedication to the school. Board members thoroughly agreed.</li> </ul>	<p>After discussion and comments, the following suggestions were made:</p> <ul style="list-style-type: none"> <li>• An initial <u>Working Committee</u> and a <u>Standing Committee</u> should be considered. This would allow for individuals other than MAX Board members and Nicholls officials to have input. (Dr. Hill suggested we add the sheriff or one of his representatives in the mix.)</li> <li>• Dr. Davis emphasized that the committee should not be so large as to be unwieldy or unmanageable. L. Howell thought 5-7 for the startup committee.</li> <li>• A formal letter <b>inviting</b> Nicholls to join forces with The MAX should be written. <ul style="list-style-type: none"> <li>○ Dr. Davis offered to formalize/draft a letter to present to The MAX Board for input and approval if needed before sending on to Dr. Clune and Dr. Rademaker at Nicholls.</li> </ul> </li> </ul>
<b>10. Motion to Go Into Executive Session</b>	None needed	
<b>11. Announcements</b>	<ul style="list-style-type: none"> <li>• Our next Board Meeting: Thursday, <b>January 28, 2021</b></li> <li>• PTA <b>Zoom</b> Meeting: Tuesday February 3, 2021</li> <li>• Please consider joining the PTA. Dues are still \$5.00.</li> <li>• Please consider filling out an order form for the production of the 11<sup>th</sup> Annual MAX Christmas Play – Christmas 2020 – Unmasking MAX Talent. Forms, together with a very nice letter from Ms. Musson, were sent out recently.</li> <li>• MAX 5-K <b>Virtual</b> Race/Fundraiser: Saturday, March 13, 2021.</li> <li>• Each MAX Board member is encouraged to purchase or sell a book of Raffle tickets at \$5.00 a ticket ...\$50 a book. That’s an easy \$650 from just thirteen (13) Board members.</li> </ul>	
<b>12. Adjournment</b>	The meeting adjourned at <b>10:40 A.M.</b>	Motion was made by Dr. S. Welsh, seconded by JJ Buquet, to adjourn the meeting... Motion passed unanimously.