

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: August 25, 2022

TIME: 9:00 A.M.

PLACE: The MAX CHARTER SCHOOL

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Janice Fabregas, J.J. Buquet, Dr. Al Davis, Dr. Cleve Hill, Larry Howell, Dr. Scot Rademaker, Jason Talbot, Dr. Steve Welsh, and Tiffany Hue

Also present were Angelic Rodrigue, Angie Berthelot, and Lacey Crochet **NOTE:** Teacher Representative: Madelyn Clement, Special Education

Absent: Ashley Chiasson

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.																					
3. Approval of the Minutes	The Minutes of July 28, 2022, were presented. The Minutes of July 28, 2022, were accepted as presented.																					
4. Board Training Special Guest Presentation	None																					
5. Teacher Representative Report	<p>Madelyn Clement, Special Ed Teacher, reported on the following:</p> <ul style="list-style-type: none"> • All are excited to be back! <p><u>Lower School:</u></p> <ul style="list-style-type: none"> • Lower School students are getting comfortable with classroom procedures and expectations. They love the points system and are eager to earn and spend points. <p><u>Middle & Upper School:</u></p> <ul style="list-style-type: none"> • There is a strong focus on policy, procedures, and reinforcements. • Students have started taking data in some of their classes independently. They are graphing their data, collecting points, and cashing in for reinforcements. • Points sheets will double as their conduct card for parents. Parents will have access to their points sheets daily and have an opportunity to leave notes on the points sheets. Points sheets will reflect how well students did in each class as well as show their response costs for inappropriate behaviors. <p>Contingency contracts were sent home for parent/student/teacher agreement so that everyone is on the same page and working together for the school year.</p>																					
6. Finance Report	<p>Financial Report</p> <ul style="list-style-type: none"> • A. Berthelot presented the July financial statements. • A. Berthelot went over the financials. <p style="text-align: right;">Monthly Recap July 31, 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">July MFP</td> <td style="width: 20%; text-align: right;">\$104,542</td> <td style="width: 20%;"></td> </tr> <tr> <td>Other Sources</td> <td style="text-align: right;">73,659</td> <td></td> </tr> <tr> <td>Total July Revenue</td> <td style="text-align: right; border-top: 1px solid black;">178,201</td> <td></td> </tr> <tr> <td>Expenses for July</td> <td style="text-align: right;">143,935</td> <td></td> </tr> <tr> <td>Wages & Benefits</td> <td style="text-align: right;">118,884</td> <td style="text-align: right;">82.60%</td> </tr> <tr> <td>Retiree Benefits</td> <td style="text-align: right;">821</td> <td style="text-align: right;">0.57%</td> </tr> <tr> <td>Other Expenses</td> <td style="text-align: right; border-top: 1px solid black;">24,230</td> <td></td> </tr> </table>	July MFP	\$104,542		Other Sources	73,659		Total July Revenue	178,201		Expenses for July	143,935		Wages & Benefits	118,884	82.60%	Retiree Benefits	821	0.57%	Other Expenses	24,230	
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	<ul style="list-style-type: none"> • Setting a Limit on Accrued Annual Leave <ul style="list-style-type: none"> ○ Committee will continue to work with Administration to determine more specifics. Ex. How many days of annual leave would be allowed to accrue and pass on to the next year? Keep in mind that upon retirement only twenty-five (25) days are eligible for reimbursement in different forms. • Longevity Pay Scale <ul style="list-style-type: none"> ○ Policy Change now reads, “Effective August 25, 2022, longevity increments will only apply to <u>non-instructional full time staff...</u>” ○ “Effective August 25, 2022, also, incremental pay for all other non-instructional, full time staff shall be based on recommendations by the Principal and approved by the Board of Directors.” • Renewing Membership in the Houma Terrebonne Chamber of Commerce <p>Building & Sites Representative Report: The new building sign will be coming in.</p>	<p>--Motion was made by K. Chauvin, seconded by Dr. S. Welsh to accept the task of Setting a Limit on Accrued Annual Leave... Motion passed unanimously.</p> <p>--Motion was made by K. Chauvin, seconded by Dr. S. Welsh, to accept the changes to the Longevity Pay Scale... Motion passed unanimously.</p> <p>--Motion was made by K. Chauvin, seconded by Dr. C. Hill, to not renew membership in the Chamber of Commerce.... Motion passed unanimously.</p>
<p>7. Ad-Hoc Committee Coordinator Reports/Updates</p>	<p>Policy/Handbook Committee:</p> <ul style="list-style-type: none"> • Matter Pertaining to Revised Bylaws: • Matter Pertaining to a More Concise Definition of “Other Related Learning Differences” <ul style="list-style-type: none"> ○ J. Talbot reported on this subject. <ul style="list-style-type: none"> ▪ A handout, which showed different models from other key schools, was given to each Board member. A discussion of these different models followed. • Consideration of Board Approval to Accept the Proposed Definition as Presented 	<p>--The Bylaws, which will be posted online, have been updated to increase the number of Board members from 13 to 14.</p> <p>--No decision could be reached during the meeting.</p> <p>--The Board decided to postpone making a decision on a proposed definition until a later date.</p>
<p>8. Other Reports</p>	<p>Principal’s Report (See Attached) Principal A. Rodrigue reported on the following:</p> <p>***Principal’s Personal Announcements/Comments:</p> <ul style="list-style-type: none"> *School started smoothly. *Diagnostics have been run. *The MAX participated in Welcome Back Day on Wednesday, August 17, 2022. *The MAX is presently recruiting a 4th/5th ELA teacher and two (2) substitute teachers from CEBS. *The MAX currently employs eleven (11) teachers – four (4) are certified, five (5) are working on teacher certification, and two (2) teachers share a single course (M, W, F /T, Th.) *The MAX hired a school counselor, Shelby Shay. *Open House was held on Wednesday, August 24, 2022. <p>***Update on Enrollment:</p>	

	<p>*Enrollment is currently at 103.</p> <p>*The MAX continues to review applications as they come in, always keeping an eye on eligibility to the school's mission.</p> <p>***Progress on Continued CABAS Implementation in the School:</p> <p>*CABAS support continues.</p> <p>*The MAX held a CABAS Q&A at the Open House.</p> <p>*The MAX has rolled out Contingency Contracts.</p> <p>***Organizations:</p> <p>*4-H</p> <p>*School Media</p> <p>*A Game Club</p> <p>Volunteers have been assigned to the above organizations.</p> <p>***Feedback on LEAP Scores</p> <p>* This report was overlooked/not presented.</p> <p>***Financial Interest Topics:</p> <p>*Finance Committee met to discuss putting a set limit on accrued annual leave. Further discussion/research is needed. No decision was reached on a precise number.</p> <p>*Longevity pay will continue for non-teaching staff.</p> <p>***Update on Transportation:</p> <p>Still no other applicant...</p> <p>Parent Committee Report: Tiffany Hue, PTA Vice President, reported on the following: PTA Officers were elected as follows: President – Ashley Caisson Vice President – Tiffany Hue Secretary – Melissa Eschete Treasurer – Shantelle Danos</p>	
9. New Board Business	None	
10. Motion to Go Into Executive Session	None Needed	
11. Announcements	<ul style="list-style-type: none"> • Our next Board Meeting: Thursday, September 29, 2022 • Next PTA Meeting: TBA • Remember to get your annual Ethics Training. Go to: www.ethics.la.gov. 	
12. Adjournment	The meeting adjourned at 10:41 A.M.	Motion was made by L. Howell, seconded by Dr. S. Welsh, to adjourn the meeting... Motion was passed unanimously.