

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: September 29, 2022

TIME: 9:00 A.M.

PLACE: The MAX CHARTER SCHOOL

Present: Jake Giardina, Carol “Boo” Broussard, Dr. Al Davis, Dr. Cleve Hill, Larry Howell, Dr. Scot Rademaker, Jason Talbot (9:11), and Dr. Steve Welsh (Zoom)

Also present were Angelic Rodrigue, Angie Berthelot, Lacey Crochet, and Catherine Jordan **NOTE: Teacher Representative:** Destiny Hotard

Absent: Karen Chauvin, Janice Fabregas, J.J. Buquet, Tiffany Hue, and 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 August 25, 2022, were presented. The Minutes of August 25, 2022, were accepted as presented.				
4. Board Training Special Guest Presentation	None Dr. Cleve Hill indicated that he would be attending The LAPCS Convention on Thursday, December 15, 2022, at the Sheraton in New Orleans.				
5. Teacher Representative Report Note: This report was presented after the GRANTS report.	<p>Destiny Hotard, 4/5 Math Teacher, reported on the following:</p> <ul style="list-style-type: none"> • All of our curriculum materials are in, and so we’ve been able to start implementing them across all classes! Amplify, Amplify Core Knowledge Language Arts® (CKLA), and Ready Math—they’re all in the process of being taught. • We’ve also started our intervention curriculum S.P.I.R.E. and have been doing it for about two weeks now. This is a program that focuses on phonics and reading. <ul style="list-style-type: none"> ○ Intervention occurs every day after lunch for a 45-minute period from 12:30-1:15 and aligns with CABAS. ○ Nicholls students will be coming in October to work on reading skills with students. These students will be teaching lessons on three (3) skills that were provided by their teachers based on MAX student needs. • All grade levels have sent out their contingency contracts, and the majority of them have been signed and returned. • Teachers have also started posting their data graphs on their boards. <p>* L. Crochet spoke about bragging rights and getting this information out to the public. * Dr. S. Rademaker said it would be great to have one or two MAX teachers attend the Teacher Leader Summit in May of 2023. * Dr. C. Hill would like to see MAX present the CABAS model at the LAPCS Conference in December in New Orleans. It would be unique to the state and to LAPCS.</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: center;">Monthly Recap September 29, 2022</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">August MFP</td> <td style="text-align: right;">\$104,542</td> </tr> <tr> <td>Other Sources</td> <td style="text-align: right;"><u>23,022</u></td> </tr> </table>	August MFP	\$104,542	Other Sources	<u>23,022</u>
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Total August Revenue	127,564	
Expenses for August	165,998	
Wages & Benefits	105,033	63.27%
Retiree Benefits	821	0.49%
Other Expenses	<u>60,144</u>	
August Profit/(Loss)	(38,434)	
YTD Profit/(Loss)	<u>(4,101)</u>	

	8/31/2022	Prior Year 8/31/2021
CASH ACCOUNTS:		
Operating Account	\$506,160	\$582,876
Payroll Account	\$ 883	\$ 455
Special Account –Students	\$ 52,741	\$ 50,418
Special Account –School	<u>\$126,389</u>	<u>\$126,257</u>
	<u>\$686,171</u>	<u>\$760,006</u>

UPDATES:

- Submitted AFR to state last week...Deadline is September 30. Will need to be cleaned up by October 31...
- Audit engagement letter (SY 21/22) stated that field work would begin no later than the week of **October 17**.
- *NSLP* application is still in review state.
- Preparing for 1st quarter Reimbursement Requests in eGMS...
 - **IDEA** **\$9,174**
 - **Title 1** **\$7,506**
 - **Redesign** **\$4,600**
- **New Time & Attendance Program** in use...Employees clock in/out and request time off in Time App that associates with QuickBooks payroll.

Consideration of Board Approval/Adoption of Budget Submitted to State on 08-17-2022 (Action Item)

* Motion was made by B. Broussard, seconded by L. Howard, to approve the budget as presented. Motion was passed unanimously.

GRANTS:

Lacey’s report consisted of the following:

Grants Submitted

- **The Danos Foundation**
 - **Grant Focus:** To purchase 3D printers and complete setup kits along with a one-year supply of accessories and supplies
 - **Synopsis:** Funding will be utilized to purchase 3D printers and supplies to implement project-based learning within the classroom. Our target is to get students engaged in creating the products and outcomes, which connects their inside and outside-the-

classroom educational experiences in a tangible way. For our students, being able to successfully envision and implement a project provides them with a sense of accomplishment and success that many of them are experiencing for the first time. We also want to tap into their problem-solving skills by giving them another tool and the skills to use it in order to create solutions to needs that they encounter within the school or the community at large.

- **Grant Funding Request: Total Technology Funding Request: \$3,958**
 - **Grant Funding Announcement/Timeline:** The Grant Application Period is between June 01, 2021, and August 30, 2022. Funding announcements are made in the months after the application period closes.

Developing Grant Opportunities

- **The Lorio Foundation**

- **Grant Focus:** To purchase additional technology equipment to meet needs of the school...
- **Grant Funding Request: TBD**

J. Giardina was interested in knowing how much money was being requested but was advised to hold off on contacting anyone until more information was obtained.

- **Grant Funding Announcement/Timeline:** This grant must be submitted on or before October 31, 2022, for funding consideration in Q4 2022.

- **Conoco-Phillips Giving Program**

- **Huntington Ingalls International**

Other MAX/Nicholls Updates

- **MAX/Nicholls Partnership Action Committee** → Meeting once each month to ensure progress toward goals is being attained

Update/Progress on Matter Pertaining to Setting a Limit on Accrued Annual Leave (C. Hill)

- Dr. A. Davis was asked by Dr. Hill to lead this discussion, and with comments from L. Howard and input from the only two (2) employees involved, a decision will be reached by the next MAX Board meeting to the limit/cap. Assumption and surrounding parishes will be used as a guideline.

Building & Sites Representative Report:

It was reported that the new sign was up.

- **Dr. S. Rademaker** commented that **Dr. Aimee Hollander** would be a good person to contact before writing this grant since her team could possibly provide sample lesson plans and 3-D models.

- **Dr. C. Hill** suggested that **Entergy** be utilized for a possible grant source.

7. Ad-Hoc Committee
Coordinator Reports/Updates

Public Relations/Publicity Report (B. Broussard) (See report)

Mrs. Broussard prefaced her report with the following words: “The MAX students may not have been recognized publicly in our newspapers and other media, but many of our MAX Board members have earned kudos and awards for their accomplishments—past and present. Congratulations to Jason, J.J., Jake, Scot, and Cleve who have made news lately!” Pictures accompanied each recipient.

- Congratulations to our newest MAX Board member **Jason Talbot**, Director/Coordinator of Assessments & Research, who received the **Buquet Dyslexia Endowed Professorship in Education** at the fall 2022 University Convocation on Wednesday, August 10, 2022. Thank you, also, to the Maxine Giardina Family Foundation whose **Maxine Giardina Endowed Professorship in Education** went to Carole Boos, Assessment Coordinator—one of Jason’s fellow colleagues at the Center! (August 23, 2022)
- Congratulations for a Job Well Done and Words Well-Written, **Dr. Scot Rademaker**, Nicholls College of Education and Behavioral Sciences Dean! In a news article entitled, “Praxis CORE Education Program Requirement Removed by BESE,” Dr. Rademaker said, “For students wanting to become teacher education majors, the removal of the Praxis Core requirement is one less hurdle. The hope is that students will be encouraged to start their journey towards the teaching profession and work towards becoming educators in our region.” (September 2, 2022)
- Super Congratulations to **Dr. Obie Cleve Hill!**

“Nicholls State University is set to name two buildings on campus to honor two Nicholls alums who have represented and impacted the university substantially. The Board of Supervisors for the University of Louisiana System officially approved the names on Thursday, August 25, 2022. An official ceremony commemorating the change will happen later in the semester.”

The College of Education and Behavioral Sciences Building will be named **Dr. O. Cleveland Hill Hall**, and the College of Sciences and Technology Building will be called **Dr. Marilyn B. Kilgen Hall**. (*Inside Nicholls and Houma Courier*)

Policy/Handbook Committee:

- **Any Discussion/Comments on Updated Personnel Policy Manuel Approved by the Board on August 25, 2022, and Sent via Email to Board Members on September 19, 2022**
 - No discussion was needed.
- **Matter Pertaining to a More Concise Definition of “Other Related Learning Differences”**

J. Talbot reported on this subject and referenced a handout previously given to each Board member. The handout showed different models from other key schools. After a brief discussion and a few recommendations, the following definition was presented for approval:

The MAX Charter School offers educational services for children in Grades 1-8 who have a *primary* diagnosis of dyslexia/reading disorder, are identified as having characteristics of dyslexia under LA Bulletin 1903, or have been diagnosed with a primary related learning disorder such as dysgraphia/written language disorder or

	<p><u>dyscalculia/math disorder.</u> <u>A primary diagnosis of a condition other than dyslexia or a related learning disorder does not meet the mission of MAX Charter.</u></p> <ul style="list-style-type: none"> • Consideration of Board Approval to Accept the Proposed Definition as Presented 	<p>After a brief discussion, a motion was made by Dr. C. Hill, seconded by L. Howell, to approve the proposed definition as amended. Motion was passed unanimously.</p>
8. Other Reports	<p>Principal’s Report (See Attached) Principal A. Rodrigue reported on the following:</p> <ul style="list-style-type: none"> • Principal’s Personal Announcements/Comments <ul style="list-style-type: none"> ○ The MAX hired 4th/5th ELA teacher and two (2) substitute teachers from CEBS. ○ Ms. Billiot will be a guest lecturer for 482. ○ 482 and 492 students will be coming in to observe and work. ○ Other courses have expressed an interest and/or have requested to come to MAX as well. <ul style="list-style-type: none"> ▪ Names mentioned were Dr. Cynthia Dong, Dr. Carmen Broussard, and Dr. Sara Dempster, ○ School Support Institute September 30 <ul style="list-style-type: none"> ▪ NIET (National Institute for Excellence in Teachers) focuses on high-need schools and high-need students in an effort to close the achievement gap. • Update on Enrollment <ul style="list-style-type: none"> ○ Currently at 102 ○ We continue to review applications as they come in—keeping an eye on eligibility to our mission. • Progress on Continued CABAS Implementation in the School <ul style="list-style-type: none"> ○ September 20 was the 1st CABAS Parent meeting in conjunction with PTA. ○ It was recorded and uploaded to Facebook. ○ Dr. Gautreaux took Leadership Club (8th Grade) to lunch Tuesday. ○ Next CABAS Parent Meeting is Tuesday, October 18. • Organizations <ul style="list-style-type: none"> ○ Still working on school clubs and organizations ○ Implementing new curricula has taken time. • Update on Transportation Plan <ul style="list-style-type: none"> ○ Still no other applicant • Feedback on LEAP Scores <ul style="list-style-type: none"> ○ Comparable to last year 	
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, October 27, 2022 • Next PTA Meeting: Tuesday, October 18, 2022 • Remember to get your annual Ethics Training. Go to: www.ethics.la.gov. 	
12. Adjournment	The meeting adjourned at 10:20 A.M.	Motion was made by Dr. C. Hill, seconded by L. Howell, to adjourn the meeting... Motion was passed unanimously.