

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: December 15, 2022

TIME: 9:00 A.M.

PLACE: The MAX CHARTER SCHOOL

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Janice Fabregas, Dr. Al Davis, Larry Howell, Jason Talbot, and Dr. Steve Welsh

Also present were Angelic Rodrigue, Angie Berthelot, Lacey Crochet, and Guest Jim Barr.

Absent: J.J. Buquet, Dr. Cleveland Hill, Dr. Scot Rademaker, Ashley Chiasson, and Tiffany Hue... **Note:** Catherine Jordan and Michelle Giardina were unable to attend.

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 November 17, 2022, were presented.	The Minutes of November 17, 2022, were accepted as presented.																																																												
4. Board Training/Special Guest Presentation	No report																																																													
5. Teacher Representative Report	Teacher Representative Jessica Occhionero was unable to attend the meeting. However, Ms. Rodrigue did thank Mr. Jake Giardina and Michelle Giardina for The MAX Christmas party. It was greatly enjoyed.																																																													
6. Finance Report	<p>FINANCIAL REPORT</p> <ul style="list-style-type: none"> • A. Berthelot presented the November financial statements. • A. Berthelot went over the financials. <p style="text-align: center;">Monthly Recap December 15, 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">November 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;"><u>25,710</u></td> <td></td> </tr> <tr> <td>Total November Revenue</td> <td style="text-align: right;">\$130,252</td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>Wages & Benefits</td> <td style="text-align: right;">111,306</td> <td style="text-align: right;">83.01%</td> </tr> <tr> <td>Retiree Benefits</td> <td style="text-align: right;">821</td> <td style="text-align: right;">0.61%</td> </tr> <tr> <td>Other Expenses</td> <td style="text-align: right;"><u>21,965</u></td> <td></td> </tr> <tr> <td>Total November Expenses</td> <td style="text-align: right;"><u>134,092</u></td> <td></td> </tr> <tr> <td>November Profit/(Loss)</td> <td style="text-align: right;"><u>(3,840)</u></td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>YTD Profit/(Loss)</td> <td style="text-align: right;"><u><u>(51,818)</u></u></td> <td></td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="3">CY Reimbursable Expenses (Awaiting claims)</td> </tr> <tr> <td>Lunch</td> <td style="text-align: right;">\$ 5,919</td> <td></td> </tr> <tr> <td>IDEA (12/09/2022)</td> <td style="text-align: right;">\$ 4,678</td> <td></td> </tr> <tr> <td>IDEA (Approved/Pending)</td> <td style="text-align: right;">\$ 3,758</td> <td></td> </tr> <tr> <td>Title I (12/05/2022)</td> <td style="text-align: right;">\$ 10,427</td> <td></td> </tr> <tr> <td>Title II (12/05/22)</td> <td style="text-align: right;">\$ 5,761</td> <td></td> </tr> <tr> <td>Redesign(12/07/2022)</td> <td style="text-align: right;"><u>\$ 35,091</u></td> <td></td> </tr> <tr> <td>Total CY Reimbursable Expenses</td> <td style="text-align: right;">\$ 65,634</td> <td></td> </tr> </table>		November MFP	\$104,542		Other Sources	<u>25,710</u>		Total November Revenue	\$130,252					Wages & Benefits	111,306	83.01%	Retiree Benefits	821	0.61%	Other Expenses	<u>21,965</u>		Total November Expenses	<u>134,092</u>		November Profit/(Loss)	<u>(3,840)</u>					YTD Profit/(Loss)	<u><u>(51,818)</u></u>					CY Reimbursable Expenses (Awaiting claims)			Lunch	\$ 5,919		IDEA (12/09/2022)	\$ 4,678		IDEA (Approved/Pending)	\$ 3,758		Title I (12/05/2022)	\$ 10,427		Title II (12/05/22)	\$ 5,761		Redesign(12/07/2022)	<u>\$ 35,091</u>		Total CY Reimbursable Expenses	\$ 65,634	
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Adjusted YTD Profit/(Loss) \$ 13,816

3-YEAR COMPARISON

Prior Year

CASH ACCOUNTS: 11/30/2022 11-30/2021 11/30-2020

Operating Account	\$450,889	\$499,567	\$478,103
Payroll Account	\$ 1,855	\$ 635	\$ 881
Special Account –Students	\$ 5,911	\$ 55,531	\$ 27,610
Special Account –School	\$173,905	\$126,284	\$126,031
	<u>\$632,560</u>	<u>\$ 682,017</u>	<u>\$632,625</u>

UPDATES:

--Super App Amendment (SY 22/23) approved on November 23... Submitted Reimbursement Requests in eGMS... Started receiving funds on 12/5/22... (See above.)

--Planning is underway for Super App for SY 23/24.

--*Achieve!* Amendment approved – will be submitting reimbursement requests in the upcoming weeks...

Will claim approximately \$216,000 of ESSER funds... (Total ESSER funding is \$306,403.)

--Getting ready to finish up with the audit...

GRANTS:

L. Crochet reported on the following:

Developing Grant Opportunities

• **The Lorio Foundation**

- **Grant Focus:** To purchase additional technology equipment to meet needs of the school...Specifically, we are planning to request new technology/laptops for teachers to facilitate online instructional delivery. Also, we would like to request funds to upgrade the school's server.
- **Grant Funding Request:**
 - 12 Microsoft Studio Surface Laptops (teacher laptops) - **\$20,075.78**
 - New Server: Including equipment and labor - **\$7,868.00**
 - **Total Technology Funding Request: \$27,943.78**
- **Grant Funding Announcement/Timeline:** In January 2022, the **Lorio Foundation** awarded MAX over \$40,000 in technology funds. We plan to submit this technology grant application in December 2022 for consideration in first quarter 2023.

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.
- **Grant Funding Request:**
 - **Total Technology Funding Request: \$3,958**

<p>7. Ad-Hoc Committee Coordinator Reports/Updates</p>	<p>➤ Grant Funding Announcement/Timeline: Funding announcements are made in the months after the application period closes. No award decision has been received.</p> <p>Other MAX/Nicholls Updates:</p> <ul style="list-style-type: none"> • MAX-Nicholls Partnership Action Committee: <ul style="list-style-type: none"> ➤ Meeting once a month to ensure progress toward goals is being attained... ➤ The Memorandum of Understanding between the MAX Charter School and Nicholls State University expired in October 2022. The Board would like to modify the document and have it renewed for another five-year period. <ul style="list-style-type: none"> ▪ The Board has asked the Committee to ensure the new MOU includes the CABAS Framework as an element of the ongoing work between both organizations. ▪ A press release/photo opportunity will be organized when the new MOU is signed by Dr. Clune, Nicholls President, and Mr. Jake Giardina, MAX Board Chairman. <p>Other Grant Opportunities to Pursue:</p> <ul style="list-style-type: none"> • <u>American Honda Foundation STEM Grants</u> Sponsor: American Honda Foundation Award: \$20,000 to \$75,000 Number of Awards: Not specified Application Deadline: Feb. 1 and Aug 1 for new organizations; May 1 for returning organizations... Note: This program is not currently accepting applications, but I will check back periodically. • <u>Calm Room Grants for Schools</u> Sponsor: Cook Center for Human Connection Award: \$5,000 matching grant Number of Awards: 20 for 2022-23 school year Application Deadline: Ongoing <p>BUILDING & SITES REPRESENTATIVE REPORT: No Report</p>	
	<p>AD HOC COMMITTEE/COORDINATOR REPORTS/UPDATES</p> <ul style="list-style-type: none"> • Public Relations/Publicity Report B. Broussard reported on the following: Please refer to emails sent on December 4, 5, and 8 from <u>Inside Nicholls</u> and the <u>Connected Colonels Newsletter</u> ... Publicity involved the Renaming of the Halls and Commencement Speech by Dr. Cleve Hill at the 111th Commencement Ceremony at Nicholls State University. Pictures from <i>The Courier</i> (Monday, December 12, 2022) were displayed. • Update/Progress on Annual Assessment of Principal Executive Session will follow at the end of this meeting to discuss this matter. See Agenda Item #11. <p>Update/Progress on Revision/Renewal of <u>Memorandum of Understanding</u></p>	

<p>8. Other Reports</p>	<ul style="list-style-type: none"> ● PRINCIPAL’S REPORT (See Attached) Principal A. Rodrigue reported on the following: <ul style="list-style-type: none"> **Principal’s Personal Announcements/Comments Christmas/Winter Break is next week, December 21-January 3, 2023. Students come back to school on Wednesday, January 4, 2023. **Update on Enrollment Enrollment is currently at 104. We are working on updating the 2023-24 Admissions Application We are keeping an eye on eligibility to our mission. **Progress on Continued CABAS Implementation in the School December 13th CABAS Parent meeting and PTA were canceled. Dr. Gautreaux mentioned inviting Dr. Greer to the school. CABAS Teacher Ranks modules continued in PLC. Next CABAS Parent meeting is Tuesday, January 17, 2023. **Update on Transportation Plan Still no other applicant <p>PARENT COMMITTEE REPORT: No report</p>	
<p>9. New Board Business</p>	<p>None</p>	
<p>10. Announcements</p>	<ul style="list-style-type: none"> ● LAPCS Charter School Conference: Thursday, December 15, 2022, Sheraton New Orleans Hotel ● Our Next Board Meeting: Thursday, January 26, 2023 ● Next PTA Meeting: Tuesday, January 17,2023 ● Christmas/Winter Break: December 21, 2022-January 3, 2023 ● National School Choice Week: January 22-28, 2023 ● Please consider joining The MAX PTA. Dues are \$5.00. ● Remember to get your annual Ethics Training. Go to: www.ethics.la.gov 	
<p>11. Motion to Go into Executive Session</p>	<p>Motion to Go into Executive Session to Discuss Personnel Matter Pertaining to the Evaluation of the Principal and Other Related Personnel Concerns</p> <p><u>Note:</u> Beginning at about 9:22 A.M., Dr. Jim Barr presented his findings/evaluation directly to The MAX Board members and to Principal Rodrigue, who was asked to sit in on the discussion.</p> <p>Executive Session ended at 10:43 A.M.</p> <p>Once the Executive Session was completed, The MAX Board returned to regular session, and a motion was presented for consideration.</p>	<p>Motion was made by Dr. A. Davis, seconded by Dr. S. Welsh to go into Executive Session to discuss personnel matter pertaining to the Evaluation of the Principal and other related personnel concerns...Motion passed unanimously.</p> <p>Motion was made by L. Howell, seconded by K. Chauvin, to come out of Executive Session.</p> <p>Motion was made by Dr. A. Davis, seconded by Dr. S. Welsh, that Principal A. Rodrigue and Business Manager A. Berthelot receive an adjustment to their salaries for the</p>

<p>12. Adjournment</p>	<p>Meeting adjourned at 10:46 A.M.</p>	<p>tremendous job they have been doing. It was suggested that the increase be a 5% increase in their present salaries or a similar or appropriate financial increase. Motion was passed unanimously.</p> <p>Motion was made by Dr. S Welsh, seconded by L. Howell, to adjourn the meeting... Motion was passed unanimously.</p>
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