

MINUTES OF MEETING
The MAX Charter School Board of Directors

DATE: November 17, 2022

TIME: 9:00 A.M.

PLACE: The MAX CHARTER SCHOOL

Present: Jake Giardina, Karen Chauvin, Carol “Boo” Broussard, Janice Fabregas, 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, Catherine Jordan, Michelle Giardina, and Guest Dr. Jim Barr. **Teacher Representative:** Renee Delatte

Absent: J.J. Buquet and Ashley Chiasson **Note:** Lacey Crochet was 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 October 27, 2022, were presented.	The Minutes of October 27, 2022, were accepted as presented.
4. Board Training Special Guest Presentation:	Dr. C. Hill will be attending the LAPCS meeting next month.	
5. Teacher Representative Report	<p>Renee Delatte, 4th & 5th Grade Math Teacher, reported on the following:</p> <ul style="list-style-type: none"> • Middle School students are still plugging away at becoming more fluent at taking and graphing their own data. • They have begun a deep dive into constructed response questions in math so that students can comfortably break down writing task questions and answer with confidence on the LEAP. • The constructed response and depth of knowledge questions will soon be a target for Grades 3-8 to prepare all students for LEAP. • Teachers will spend time learning how to grade systematically throughout grade levels and content. • The writing questions section on the LEAP contributes to a large amount of the points students do not earn on the LEAP. We hope to address this sooner than later this year. • Ms. Gore in Upper School started a game board where the students participate in friendly competition across classes. We are moving into writing prompts. The students seem to enjoy the things to buy on the reinforcement menu for the most part. • Lower School has been learning some exciting things. They are currently working on students’ individual needs for reading foundations with the CABAS Learning to Read Curricula. This includes addressing listening and reading comprehension, decoding and blending, recognizing sight words, discriminating between text and pictures, and sequencing events in stories. In addition to this, we utilize CKLA (Core Knowledge Language Arts) our reading curriculum for increasing students’ decoding and reading comprehension at their individualized reading levels while still exposing them to grade level curricula. • Students are continuing to work on letter of the week each week, including practicing sound and word recognition, tracing and copying to work on handwriting, a vocabulary lesson using the target letter and children’s dictionaries, and they have recently incorporated a handwriting period to increase the student’s ability to use target words correctly in a sentence, write sentences using the word with guidance as needed, and illustrate pictures of their sentences to demonstrate comprehension of word’s definition and usage in a sentence. • The students continue to love purchasing fun things each day during trade in and work hard to 	

participate in a classroom auction each day where they can bid their points to earn exclusive items and privileges contingent on rule-following behaviors. We currently require two consecutive days of rule-following behavior to attend **Fun Friday**, and they are excited to increase to three consecutive days in December. We know that they will continue to raise the bar and exceed our expectations.

6. Finance Report

Financial Report

- A. Berthelot presented the October financial statements.
- A. Berthelot went over the financials.

**Monthly Recap
November 17, 2022**

Oct MFP	\$104,542	
Other Sources	<u>29,826</u>	
Total Oct Revenue	134,368	
Wages & Benefits	108,553	67.53%
Retiree Benefits	821	0.51%
Other Expenses	<u>51,367</u>	
Total Oct Expenses	<u>160,741</u>	
Oct Profit/(Loss)	<u>(26,373)</u>	
YTD Profit/(Loss)	<u>(47,978)</u>	

CY Reimbursable Expenses (Awaiting Claims)

Lunch	\$ 6,380
IDEA	11,080
Redesign	35,964
Total CY Reimbursable Expenses	<u>\$ 53,424</u>

Adjusted YTD Profit/(Loss) **\$ 5,446**

3 YEAR COMPARISON

CASH ACCOUNTS:	10/31/2022	Prior Year 10/31/2021	10/31/2020
Operating Account	\$455,172	\$523,553	\$465,531
Payroll Account	\$ 1,851	\$ 457	\$ 989
Special Account –Students	\$ 52,887	\$ 55,480	\$ 33,851
Special Account –School	<u>\$126,643</u>	<u>\$126,278</u>	<u>\$125,980</u>
	<u>\$636,553</u>	<u>\$705,768</u>	<u>\$626,351</u>

UPDATES:

Attended **LASBO** Fall Workshop Thursday, November 10th
 Continuing work on Annual Audit with LaPorte
 Submitting Reimbursement Requests and PERs in eGMS.

GRANTS:

Principal A. Rodrigue read L. Crochet's Report

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**
 - **Grant Funding Announcement/Timeline:** Funding announcements are made in the months after the application period closes. No award decision has been received.

Other MAX/Nicholls Updates:

- **MAX-Nicholls Partnership Action Committee:**
 - The Committee is meeting once a month to ensure progress towards goals is being attained.
 - The Committee is working with Dr. Jim Barr to ensure the Principal's Performance Evaluation tool aligns with the **CABAS** Model.
 - The Committee is requesting input/support from the Committee/**CABAS** team to ensure the evaluation tool is consistent with the principles/deliverables of the **CABAS** model.
 - 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.
 - 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, Chairman of The MAX Board.

Building & Sites Representative Report:

No Report

<p>7. Ad-Hoc Committee Coordinator Reports/Updates</p>	<p>Update/Progress on Annual Assessment of Principal</p> <ul style="list-style-type: none"> • The Ad-Hoc Committee met in person at The MAX School to discuss further the yearly evaluation of The MAX principal. • Dr. Barr has agreed to act as Coordinator. • Dr. Davis introduced his proposed rubric that could be used yearly as a foundation for all discussions during the interview portion of the principal’s performance evaluation. • Dr. Davis also provided documents that presented the two sections of the rubric with examples of content that could be used to complete the rubric. • The proposed rubric contained two (2) main sections: <ul style="list-style-type: none"> ○ Section I. A worksheet to be used by the principal to outline accomplishments in the listed performance areas... ○ Section II: A table for presenting the ratings of the external coordinator for each of the performance areas... • The Committee also discussed the following: <ul style="list-style-type: none"> ○ Separate interviews that the coordinator could conduct with the principal and the CABAS team; ○ Pertinent data that needed to be obtained; ○ Information that needs to be attached to the performance rubric chosen to be uploaded to state authorities in December. Chief among these would be a report by the Nicholls CABAS team giving an overview of the CABAS program. • Dr. Hill commented that the Board needs to develop some specific goals and objectives for the principal for next year which should be included in this document. <p>Dr. Davis asked the Board to consider giving Dr. Barr a stipend for the work he has been doing.</p>	<p>K. Chauvin made a motion, seconded by Dr. S. Welsh, to allow a motion to be made since the request was not on the agenda. Motion was passed unanimously.</p> <p>A motion was then made by K. Chauvin, seconded by B. Broussard, to pay Dr. Barr a stipend of \$800.00 for the work he has done...Motion was passed unanimously.</p> <p>A motion was made by Dr. S. Welsh, seconded by Dr. C. Hill, to approve the placement of the Mission Statement in the MAX Bylaws ... Motion was passed unanimously.</p>
<p>8. Other Reports</p>	<p>Matter Pertaining to the Placement of the Mission Statement in The MAX Bylaws.</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"> - Teacher of the Year is Renee Delatte. - Support Person of the Year is Rhonda Hamilton. - Annual Site Visit occurred Wednesday, November 9, 2022. There were no issues or concerns. - SPS (School Performance Score) – Students made a 33.6 this year which is a substantial drop from the estimated 44 from last year. 	

	<p>- Grady V's Giveback Night is tonight, Thursday, November 17, 2022.</p> <p>- Thanksgiving holidays: November 21-25</p> <p>Update on Enrollment</p> <p>- The school is currently at 103 students</p> <p>- We continue to review applications as they come in, keeping an eye on eligibility to our mission</p> <p>Progress on Continued CABAS Implementation in the School</p> <p>- Tuesday, November 15th was the CABAS Parent Meeting in conjunction with the PTA.</p> <p>- It was recorded and uploaded to Facebook</p> <p>- CABAS/Teacher Ranks were brought up in PLC this week.</p> <p>- Next CABAS Parent Meeting is Tuesday, December 13th</p> <p>Update on Transportation Plan</p> <p>- Still no other applicant</p> <p>Parent Committee Report:</p> <p>Tiffany Hue, PTA Vice President, reported on the following:</p> <ul style="list-style-type: none"> • Grady V Fundraiser will be tonight, Thursday, November 17. • The PTA is looking at additional fundraisers in Thibodaux and Houma. 	
9. New Board Business	None	
10. Motion to Go Into Executive Session	None needed	
11. Announcements	<ul style="list-style-type: none"> • Our next MAX Board Meeting: Thursday, December 15, 2022 **Moved up 2 weeks • Next PTA Meeting: Tuesday, December 13, 2022 • GroupRaise Fundraiser MAX Charter PTA: Thursday, November 17th at Grady V's from 5:00 P.M. to 10:00 P.M. RSVP at http://grouprai.se/e235992 • Ceremony Commemorating the Renaming of the College of Education and Behavioral Sciences Building as Dr. O. Cleveland Hill Hall: Saturday, November 19, 2022, at 2:00 at the Danos Auditorium • Ceremony Commemorating the Renaming of the College of Sciences and Technology Building as Dr. Marilyn B. Kilgen Hall: Saturday, November 19, 2022, at 9:00 A.M. • Thanksgiving Holidays: November 21-November 25 • Please consider joining The MAX PTA. Dues are \$5.00. • The MAX Christmas Dinner will be Friday, December 9, 2022, at Cuvee at 6:30 P.M.-8:30 P.M. • Remember to get your annual Ethics Training. Go to: www.ethics.la.gov. 	
12. Adjournment	The meeting adjourned at 9:54 A.M.	Motion was made by L. Howell, seconded by Dr. C. Hill, to adjourn the meeting... Motion was passed unanimously.