

DRAFT

**Advocates for Science and Math Education  
Minutes of the Board of Directors Meeting  
March 21, 2019; 4:30 p.m.  
5625 Loyola Avenue, Room 101**

**Present: Jennifer Fallon, Joan Coulter, Cathy Glaser, Joe Caverly, Kathy Parsons, Elizabeth Landry, Mary Zervigon**

**Absent: Jennifer Oliver-Goodwin, Jim Schneiders, Jeff Clayman Tamika Duplessis, Joe Daschbach**

**Staff: Dr. Monique Cola, Shannon Fazande**

**Foundation: Julie Bourgeois, April Opko**

**Guest: Jasmine Monique Lewis**

Notice of the meeting was posted at the school and the agenda was posted on the school website in accordance with the open meetings law.

The meeting of the Board of Directors of the Advocates for Science & Mathematics Education was called to order by Jennifer Fallon, on Thursday March 21, 2019 at 4:40 p.m.

**Finance Report (Claudia Kent)**

- Budget calendar was presented by Claudia.
- Finance Committee will meet in July to do draft budget by July 30<sup>th</sup>. Next meeting will be held in August, and if approved by Committee, budget will be brought to Board on August 15<sup>th</sup> for final adoption.
- Balance Sheet: Cash is 1,586,478. Receivables are high and expenditures are low  
So current ratio is high.  
Income -\$4000 at end of Feb.  
Trying to adjust Perkins grant with \$30,700 older than 91 days.
- Budget v. Actual: We have invoiced and spent close to same amount: about 6,240,000 vs 6,285,000. MFP still based on old numbers.  
We will be getting deferred revenue from OSPB based on taxes collected. Claudia estimates about \$80,000.
- Dashboard: We have approximately three months of cash at \$1,559,380.  
Property expenses will effect budget next month. Mary commented favorably on our state of receivables.

**Amendment of Agenda**

Jennifer requested amendment of agenda to review a motion regarding Board member Jennifer Oliver-Goodwin. Her husband passed away in November and she asked for a leave of absence for the rest of the school year. Moved by Mary and seconded by Joe. Motion was passed unanimously.

**February 2019 Board minutes were circulated and passed unanimously.**

**Head of School Report (Dr. Cola)**

- Enrollment at 488 although we are losing two more students day of meeting. Daily attendance at 94.1% in February.
- Feb. was flu month with absences. We are now using a term “credit reconsideration. “ If a student is passing a course and only failing because of absences they can apply for credit reconsideration in order to make up missed class time. Absences down this year.
- Ms. Lewis inquired whether there was case by case consideration of student’s needs and situation and Dr. Cola answered that the Committee charged with credit reconsideration looked at each case individually. Suspensions are at 9.6% and expulsions less than 1%.
- Highlights: 25 Students went to district Science Fair and 5 to State  
12 NOCC students have received certifications. Some certifications count toward strength of diploma.  
Last year we had 304 certifications and on track to get same this year.

**Updates:**

- OPSB SPED site visit- follow up about SPED students and time they are with instructors and PARA in classroom. Items not in compliance were corrected and follow-up resulted in no negative findings. Full compliance! Discussion ensued about ongoing issues with compliance and best practice. Sci High has had oversight from OPSB this year with many inspections and oversight of website, facility etc. Intent is to elevate and make schools stronger. SPLC did audit for SPED students in December and findings were perfect.
- 1043 one app applications of which 45% ranked Sci High 1-3<sup>rd</sup> and remainder 4<sup>th</sup>-8<sup>th</sup>. Many questions the fact that we slipped in ranking of first in one app but Dr. Cola not troubled because we are a smaller school and can’t take all that rank us in top percentages. We don’t know the number of students that come here that ranked us first. If app is demand driven, we should be getting our first choice students.
- Upcoming events:  
We have first Robotics Competition March 21-23<sup>rd</sup>  
History Day Fair at WW II Museum will be attended by ten students with Ms. Boulet.  
Dr. Cola presented “Concentration forms.” There are six concentrations areas in pursuit of a career: Medical, university math and science, engineering, advanced manufacturing and skilled trade, tech, and humanities. We could be offering new courses as electives in the future. Lots of potential.  
Talent Show Thursday March 28<sup>th</sup> at 5 p.m.

**Report of the Chair (Jennifer Fallon)**

Rescheduling April meeting: From April 19 to 25<sup>th</sup>.

Board members will receive request for evaluation of Head of School. Also a request to move back May meeting and no meeting in June. Date will be determined from Google Survey  
Last day of school is May 17<sup>th</sup> and graduation if May 22<sup>nd</sup>.

### **Report of the Foundation (Julie Bourgeois and April Opko)**

- April thanked Board for Foundation capital commitments and annual commitments  
See report for capital commitment and goals
- If everything comes in we will exceed our goal  
Report shows proposals out and probability of receiving them  
Dr. Cola questioned whether we will know about proposals before the end of the school year.  
Julie explained that some grants are multi-year and at some point they must begin to write for the next fiscal year.  
See report for specific grants for operations
- Give NOLA Day May 7<sup>th</sup>  
April stated that there is new committee chaired by Ms. Boulet for Give Nola campaign. There will be friendly grade competition and new alumni division with gifts as incentives and goal of \$120,000.  
Joan suggested that we reach out to past Foundation Board alumni.

### **Committee Reports:**

#### **Personnel:**

Jennifer stated that responses are back from survey for faculty. This survey goes out twice a year for overall job satisfaction. One aspect of head of school evaluation.  
Responses will go to Monique first and will be presented to Board next month  
Jennifer stated that Liz did great work in summarizing info and getting survey composed  
Survey answers are anonymous.

#### **Building Committee:**

OPSB has specs that were made originally. Tamika and STEM faculty and others came up with a tight report of specifics. We will have to confirm with OPSB which of the "owner" supplied items will be purchased by OPSB and which will be purchased by the FSME.

#### **Governance Committee:**

Jennifer is following up on prospects for board and those whose terms are ending. Intent to have nominations to Board for a vote in May with coming on board in July. We have 13 board members and can have 15. Jennifer and Mary are interviewing all who have expressed interest in serving on our Board.

Motion to adjourn by Joan and seconded by Liz. Unanimously passed.

Meeting adjourned at 6:10 p.m.

Respectfully submitted,  
Cathy Glaser  
Secretary