

**Advocates for Science & Mathematics Education**  
**Minutes of the Board of Directors Meeting**  
**May 21, 2020, 4:30 pm.**  
**Virtual Board Meeting via Zoom**

**Present:** Amritha Appaswami, Ruby Board, Jeff Clayman, Joan Coulter, Jennifer Fallon, Shannon Fazande, Cathy Glaser, Liz Landry, Jim Schnieders, Mary Zervigon

**Absent:** Joe Caverly, Tamika Duplessis, Kathy Parsons, Najah Shakir

**Staff:** Chanda Burks, Monique Cola, Melanie Flot

**Foundation:** Curtis Pellerin, April Okpo

**Guests:** None

Notice of the meeting and agenda was emailed to the school faculty and staff, as well as 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 the chair, Jennifer Fallon, on Thursday, May 21, 2020 at 4:34 pm. Roll call was done of the Advocates attending the virtual meeting and confirmed there was a quorum.

The April 16, 2020 Advocates Board Meeting minutes were presented and approved. (Mary Zervigon moved for approval and Ruby Board seconded).

**Financial Report:** (Jim Schnieders)

- **Accounts Receivable:** As of 4/30/2020, there was \$250,629 in accounts receivables.
- **Profit & Loss:** The P & L shows a net loss of \$230,305.
- **Finance Dashboard:** Bank reconciliation reflects the register balance at the end of April 30, 2020 was \$1,241,158. The book cash balance value as of May 19, 2020 is \$1,155,610 representing approximately two months of cash on hand. Finance forecasts approximately \$305,824 income in April 2020. Finance forecasts approximately \$663,812 expenses in the month of April 2020.

Jim Schnieders explained that we received the PPP loan. The loan amounts over \$2 million dollars will be audited; our school doesn't fall in that category. Jim Schnieders and Melanie Flot will develop two budgets to reflect a normal budget assuming everyone will be in the building for the entire school year that may include additional costs, such as more staff for taking temperatures, additional sanitizing and disinfectant supplies, etc. The second would be a contingency budget to reflect not all students in the building at all times. The revenue projections from the school board aren't finished yet but expect a significant reduction in the MFP for the upcoming school year and possibly two years following.

Because social distancing is mandated on school buses, this will be a major issue for us because everyone is clueless not only how to make this happen but the costs are unknown. There are many long range implications of COVID 19 that will affect budget development. Our move to the new building will be impacted. We have until September 30<sup>th</sup> to use our ESSER Funds (Elementary & Secondary Schools Emergency Relief Fund). Our PPP loan will cover the upcoming school year deficit and offset possibly the following two years deficit.

## The Finance Report was received by the Board.

### Head of School Report – May 21, 2020: (Dr. Monique Cola)

Dr. Cola began her presentation with slides that highlighted the school year:

- **Things That Challenged Us** – Started the year with bus issues, Teachers and students managing the new 90 minute block schedules then COVID 19 Pandemic.
- **Things That Inspired Us** – Senior Ring Ceremony, BAT Research Team, Sci High Film & Digital Media Red Carpet Event, Yucatan Grand Challenge, and 30 students participated in Science Fair with 11 going to state and 1 international. The state competition was virtual and 6 Sci High students were recognized.

- **Who We Are -Enrollment:**

Girls: 239 Boys: 239

#### Demographics (By Race)

African American 364 (79%)

American Indian 3 (<1%)

Asian 1 (<1%)

Hispanic 39 (8%)

White 39 (8%)

Multiple 14 (3%)

#### Demographics (By Grouping)

Direct Certs. - 244 (53%)

Free/Reduced Lunch - 249 (54%)

Special Ed: IEPs - 66 (12%); 504s - 39 (8%)

Homeless: 22 (5%)

English Language Learners - 11 (2%)

45 Faculty (most 4-10 yrs. experience); 25 Staff/Non-Instructional

- **Things We're Proud Of** – 2019-B Rated School, School of Distinction & Equity Honoree Students earned 117 industry based certifications
- **2019 – 2020 Goals Met:** Worked with Academic leads to ensure adequate resources, coaching, PD, etc.; Perform credit audits twice/year; Increase number of students enrolled in Dual Enrollment courses; and establish Student Council. **The students will participate in the ACT in October not June because we don't want to set them up for failure. *Simply Passing is Not Enough!* The goals will remain the same moving forward. We did proficiency exams to demonstrate students reached a level according to LDOE standards. Some students have to retake the proficiency exams, do credit recovery and/or complete work packets; and those students with an IEP will complete portfolios**  
***“Just because we are not in the school building, school is still open and learning is still going on!”***
- **Strong Start 2020/Planning for 2020-21**  
1:1 Technology can be accomplished by using some of the ESSER Funds; surveys were done to identify each student's academic and diagnostic needs.  
Sci High HOS sent weekly messages to student/families  
Support from LDOE/NOLAPS
- **Financial Impact of COVID-19**  
State and local sales taxes are down; reduction in MFP; Payroll Protection Program; ESSER Funds and Sci High will be very conservative in our operations.
- **Student Engagement and Virtual Learning Summary**  
92 students responded to a survey provided by Academic Department Leads

Overall 28.6% students felt they learned new things successfully during virtual instruction. Students felt that basic resources as notebooks, paper, pens, laptops, printed materials from teachers and textbooks were very important for virtual learning. Sci High instructors provided recommendations for distance learning.

- A Drive-Thru Graduation will be held on May 27<sup>th</sup> at 11am at Delgado Community College, City Park Campus Parking Lot.

### **The Head of School Report was received by the Board.**

#### **Report of the Foundation:** (April Okpo)

April Okpo updated the Board that the Foundation remains on target and relatively unchanged at 97%. The focus is now on GIVE NOLA Day on June 2<sup>nd</sup>. The Foundation is working with Austin Richards on marketing. 3 ways to extend the reach is to:

- Create a “Friendraising” Page
- Make Donations
- Share posting created on individual social media pages and an email blast to spark awareness

We currently have \$5850 of the \$22,000 goal

Curtis Pellerin reported that the Foundation’s search committee has identified seven first round candidates with April Okpo being one of the candidates for the new Director of Development. The committee plans to have an offer given by June 1st.

### **The Foundation Report was received by the Board.**

#### **Board Chair Report:** (Jennifer Fallon)

Jennifer Fallon informed the Board that Shannon Fazande was giving her notice with the Board. She was thanked by all for her time and dedication to ASME Board. The ASME Board will reconvene in July with the first order of business being the annual meeting, usually held in May, and voting on nominations. Jennifer Fallon will check in with each Board Member on their interests moving forward.

#### **Committee Reports:**

**Governance:** No updates to report.

**Head of School:** Shannon Fazande updated that the report of the HOS Assessment should be returned soon from Boardsource.

**Facilities:** No updates to report but Jennifer Fallon requested the Facilities Committee assist in what the lease payments on the new building will be.

**Finance:** No updates to report.

No Final Comments or Public Comments, since there weren’t any guests.

With no other business to discuss, Joan Coulter made a motion for the Board to adjourn and it was seconded by Cathy Glaser. The meeting was also being recorded by Jennifer Fallon. The meeting was adjourned at 6:23 PM.

Respectfully submitted,  
Chanda Burks, Executive Assistant to Head of School