

rAdvocates for Science & Mathematics Education
Minutes of the Board of Directors Meeting
November 21, 2019, 4:30 pm.
5625 Loyola Avenue, Rm 101

Present: Amritha Appaswami, Ruby Board, Joe Caverly, Jeff Clayman, Joan Coulter, Tamika Duplessis, Jennifer Fallon, Shannon Fazande. Cathy Glaser, Liz Landry, Kathy Parsons, Jim Schnieders, Najah Shakir

Absent: Mary Zervigon

Staff: Chanda Burks, Monique Cola, Melanie Flot, Christina Hull

Foundation: Karen Buck, April Okpo

Guests: Rosemary Szilagi, Susan Becker, Derek Rankins

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 the chair, Jennifer Fallon, on Thursday, November 21, 2019 at 4:30pm. Each of the guests attending introduced themselves to the Board.

The October 17, 2019 Board Meeting minutes were presented, approved (Jim Schneiders moved and Jeff Clayman seconded) and then accepted.

Financial Report: (Jim Schneiders/Melanie Flot)

- **FY 20 Budget:** The formal FY20 Budget was submitted at the end of September. Jim Schneiders presented the managerial revision of the FY20 Budget as of October 31, 2019 to the Board to reflect the enrollment count and expenses. (Fund Balance as of September 30, 2019 was \$1,760,396 vs. as of October 31, 2019, \$1,790,683)

Jim Schneiders addressed and the Board discussed the challenges of creating a realistic budget with constantly changing enrollment in the One App process, as well as unforeseen increased transportation costs.

Melanie Flot presented the FY20 financial reports as of 10/31/19:

- **Accounts Receivable:** As of 10/31/19, there was \$324,690 in accounts receivables.
- **Profit & Loss:** A net loss of \$27, 219 was reflected.
- **Finance Dashboard:** Bank reconciliation reflects the register balance at the end of October 2019 was \$1,453,050. The book cash balance as of 11/18/19 is \$1, 269, 997 representing approximately two months of cash on hand. Finance forecasts approximately \$471,573 of income in November 2019. Finance forecasts approximately \$693,777 in expenses in the month of November 2019.

The Finance Report was received by the Board.

Head of School Report: (Dr. Cola)

- **Enrollment:** As of Nov. 2019, we have 456 students. 236 Direct Certs; 66 IEPs and 40 504s
- **School Culture:** 92.5% Daily Attendance; 28 (5.4%) Suspensions; 1 Expulsion and we offer Extracurricular activities including volleyball, cheerleading, drumline/color guard, dance, majorettes and girls basketball
- **SPS Presentation:** Each year the LDOE calculates a School Performance Score (SPS) as part of its school accountability system. In high schools, scores are equally weighted over 4 factors:
 1. State Assessments (LEAP 2025 & End of Course tests/EOC)
 2. Student achievement on the ACT
 3. Strength of Diploma (AP, dual enrollment, # of certifications)
 4. Graduation Rate (The number of students who graduate)

Sci High’s SPS score is 83.5 and is a “B” school (increased 1 point from last school year)

- D – 56.1 – ACT
- D – 55.2 – Assessments including LEAP 2025 (formally End of Course tests/EOC)
- A – 103.6 – Strength of Diploma (AP, dual enrollment, # of certifications)
- A – 108.5 – Graduation Rate
- B – 76.7 – Student Progress based on 2 year growth

Strategies on getting the word out about how unique and special Sci High is include recruitment, radio spots, school tours, Future Nautili Night for new families, etc.

Sci High Internships will show potential employers about the Sci High Brand and our kids.

Sci High has been recognized as the 2019 Equity Honoree.

- **Updates:**
 - Practice ACT
 - Science Fair
- **Important Dates:**
 - 11/22 – One App Opens**
 - 11/25 –29 – Thanksgiving Break**

Student Fee and School Supplies Policy was drafted from a template developed by GNOCC lawyers and Sci High staff. This policy governs the assessment, collection and use of required curricular and co-curricular fees charged to students, their parents or their legal guardians, as well as the requesting of school supplies. A Fee Waiver Request Form will also be included to reduce or waive any required fees for economically disadvantaged students and students whose families are experiencing economic hardship. The policy was presented to the Board and after discussion, it was approved. The motion to approve the policy was moved by Najah Shakir and seconded by Tamika Duplessis.

The Head of School Report was received by the Board.

Report of the Foundation: (April Okpo)

- The FSME Capital Campaign Committee is in the process of evolving into the FSME Development Committee. The committee will be charged with creating a fundraising strategic plan and execution.

- Increased foundation funding base from 7 to 20 to support educational programming.
- Board annual commitments are still being accepted. The annual appeal will drop electronically and by way of UPS. This is an opportunity to share the success at Sci High.
- As of November 21, 2019, Educational Programs Fundraising Status Report reflected \$153,000 has been committed/received (44% of \$350,000 goal) and \$208,536 is pending. The Capital Campaign Status Report reflected \$1,125,390 has been committed and \$160,000 pending.
- Karen Buck of FSME informed the Board that 6 new board members were recruited and to expect a save the date for a social in January to connect both the Advocates and Foundation Boards.

The Foundation Report was received by the Board.

Committee Reports:

- **Governance:** Najah Shakir reviewed the minutes from the November 13, 2019 meeting. The committee reviewed the governance committee goals for FY19-20, included website compliance regarding the board tab and the format of all board and committee meeting agendas and minute templates. January 18, 2020 was provided as the date for the annual board retreat, with the possible guest speaker from Enroll NOLA.
- **Head of School:** Shannon Fazande informed the Board that their scheduled meeting was cancelled due to an impromptu emergency and will be rescheduled.
- **Facilities:** Jeff Clayman informed the board that their committee met before the Board meeting to discuss the goals of facilities.

With no other business to discuss, Najah Shakir made a motion for the Board to adjourn and it was seconded by Cathy Glaser. The meeting was adjourned at 6:00 PM.

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