



New Orleans Charter Science and Mathematics High School Governance Committee

November 13, 2019; 5:00 PM

5625 Loyola Avenue, New Orleans, LA 70115

Governance Committee Meeting Minutes

- Present: **Naj Shakir, Jennifer Fallon and Monique Cola**
- 1. Naj Shakir called the Governance Committee Meeting to order at 5:10 PM
- 2. The committee reviewed, discussed and approved the September 18, 2019, Governance Committee meeting minutes.
- 3. The committee reviewed the governance committee goals for FY19-20 and included website compliance regarding the board tab.
- 4. The Committee discussed website compliance.
 - a. The committee agreed that the “Board” tab on the schools’ website should include the following:
 - i. Board meeting dates for an annual period.
 - ii. All board meeting agendas and minutes should be posted.
 - iii. All committee meeting agendas and minutes should be posted in PDF format.
- 5. The committee discussed norming the format of all board and committee meeting agendas and minutes template for posting purposes on the website. Naj to send the committee chairs the templates.
- 6. The Committee reviewed, discussed and confirmed a possible date for the annual board retreat.
 - a. January 18, 2020
 - b. The committee will draft the agenda for the Board to review prior to finalization.
- 7. The committee discussed NOSCIHIGH’s student fee policy.
 - a. In compliance with House Concurrent Resolution 137 of 2016, House Resolution 183 of 2017, House Concurrent Resolution of 63 of 2018 and Act 240, NOSCIHIGH’s Student Fee policy includes:
 - i. What specific costs exist, above and beyond the free school books and materials of instruction that are to be provided, that necessitate the fee.
 - ii. What exactly is the fee purchasing or funding?
 - iii. Who at the school will collect fees?
 - iv. How will the school ensure proper accounting and oversight of funds collected and spent for the intended purpose?
 - v. What types of payment are acceptable (cash, check, money order, online payment)?



- b. A student policy should be posted on the website no later than 12/1. [See Guidance on Student Fees here.](#)
8. Dr. Cola shared and discussed NOSCIHIGH's School Performance Score.
9. Naj Shakir moved to adjourn the meeting. Jennifer seconded. Naj adjourned the meeting at 6:00 PM.