ADVOCATES FOR INNOVATIVE SCHOOLS, INC.
REGULAR BOARD MEETING
8550 Curran Boulevard
New Orleans, Louisiana
5:30 p.m.
September 9, 2019

MINUTES

Attending:
Stephen Goodly, Vice-President
Cheryl Beaco, Secretary
Melissa Johnson, Member
Debra Adams, Member
Marcia McWilliams, Member

Absent:
Barbara Major, President
Ora Wiley, Treasurer

AIS Staff:
Terri Williams, Principal
Cynthia Horne, Administrative Secretary

Melvin Davis, SFO
Willie Zanders, Attorney
Roslyn J. Smith, Consultant

I. Call to Order
Vice-President Stephen Goodly called the Regular Meeting to order at 5:55 p.m.

II. Approval of Agenda
Marcia McWilliams made a motion to accept the agenda. Melissa Johnson seconded the motion. The vote for acceptance was unanimous.

III. Approval of July 22, 2019 and August 13, 2019 Minutes
Corrected minutes for July 22nd were distributed. Two corrections were made to the minutes from August 13th. Stephen Goodly chaired the meeting. President Barbara Major was absent. Marcia McWilliams made a motion for acceptance of the minutes. Debra Adams seconded the motion. The vote for acceptance was unanimous.

IV. Old Business and/or Action Items
1. Ethics Certificate for Board Members (https://laethics.net/EthicsTraining/login.aspx)

Board members were reminded to complete the online Ethics Training and submit a copy of their certificate to Dr. Smith ASAP. This is an annual requirement for Board members. Members who did the training with other agencies must submit a copy for Moton's files. The deadline is September 30th.

NOLA Charter Board Governance Verification Forms were distributed to each Board Member.

The NOLA Board Meeting Observation Form was reviewed and distributed to each Board Member.

Financial Disclosure Forms should all be on the Secretary of State's website.

V. New Business and/or Action Items

1. Personnel Actions (Hires and/or Changes)
    a. Felicia Leon retired from Office Clerk and the position was deleted. Willa Olive was hired as Assistant Secretary, a new position. Discussion was tabled and moved to Executive Session because it involved one individual's responsibilities.

2. Introduction of Potential Board Members
    a. The Board must search for a parent member for the Board and we will follow NOLA Public Schools' recommended procedures.
    b. Ashley Dennis, potential parent Board member's resume was distributed via email.
    c. The vacancy was also announced in the September 4th Parent Weekly Newsletter, "News from the Nest."
    d. The first PTO meeting will be on September 25, 2019 and the vacancy will be announced there.

3. RFP Consultant
    a. A motion was made by Cheryl Beaco to ratify the hiring of a RFP consultant. Marcia McWilliams seconded the motion. The vote was 4:1 with Ms. Johnson voting Nay. Mr. Anthony Penn began working after an interview with Mr. Zanders and Ms. Williams at a rate of $65@hour limited to $2,600 per month for up to 3 months.

4. Human Resources Consultant
    a. The Board decided to hire an HR Consultant. Illustrative job tasks suggestions were asked of all board members. Ms. Johnson agreed to take the lead on writing up the contents for the contract. The list will then be given to Mr. Zanders to construct the six-week contract. Amount of services to be determined. The contract must be complete before the Annual Audit is submitted. (Executive Session)

5. Standing Committee Reports

a. Academic — Debra Adams, Chair

Debra Adams submitted a written report that included current enrollment, Employee Personnel Files reviews, mandatory ethics training, afterschool program, mandatory faculty meetings and the Charter School Accountability Framework. The committee requested a Teacher Observation schedule and responsible staff evaluators.

b. Facility — Stephen Goodly, Chair

There was no report from the Facility Committee.

c. Finance — Ora Wiley, Chair

- Budget for 2019 – 2020 — Melvin Davis, SFO

  A motion to accept the proposed budget was made by Debra Adams and seconded by Marcia McWilliams, after a lengthy discussion. Attention was called to pages 1, 3, 18, and 19, which were not completely populated. Mr. Davis promised to submit the details by Wednesday morning. The motion was approved by a vote of 4:1 with Ms. Johnson voting Nay. The Budget was approved for public inspection for 10 days. The final budget must be submitted by September 30.
- May and June Financial Reports

  Financial Reports for May were emailed to the Treasurer. June Financial were distributed and accepted.
- Fiscal Policies and Procedures Manual

  Dr. Smith reminded that the Fiscal Policies and Procedures Manual was still the Board's guide. Changes would need to be updated.
- A Board Resolution to Clarify the Reserve Fund Balance Reported in Recent Financial Audits of Robert Russa Moton Charter School

  Mr. Zander proposed a Board Resolution to rescind the resolution referenced from 2008 for moving expenses.

d. Governance — Marcia McWilliams, Chair

- New Policies — Willie Zanders, Esq.

  Ms. Williams submitted the current Test Security Policy that is required by OPSB.

  Policies on Seclusion and Restraint of Students must be voted on.

6. Principal's Report — Tarynesa Williams

Ms. Williams presented a written report that included a report from the NSNO newsletter naming Moton one of the top SPS growth schools for 2018 – 19 testing. Site visits are planned for the coming weeks from BE NOLA and OPSB. She also pave the Board a detailed report on students with IEPs and IAPs.

The school's Mission statement is, "to create a learning environment that fosters, kindness, curiosity, and encourages our students to be lifelong learners."

The school's Vision statement is, "All students will leave Moton prepared to be leaders and free thinkers in high school, college and life."

The schools values statement is, "Moton students are motivated, outstanding, talented, organized, no nonsense learners."

A revised Homework Policy will be submitted by Ms. Williams for the web site.

A suggestion was made for the September 25th upcoming Faculty meeting to include how to deal with students with behavior problems. The Social Worker and Counselor could share information on defending oneself during physical conflicts.

VI. Executive Session

a. Personnel Insurance

At 7:51 p.m., motion was made by Adams and seconded by McWilliams to move to Executive Session; the motion was approved unanimously.
Individual staff members' insurance repayments were discussed and plans for collecting the underpayments from specific individual were discussed.

The general meeting was reopened at 8:43 p.m. with a motion made by Adams and seconded by McWilliams to exit Executive Session; he motion was approved unanimously.

The Board approved Dr. Smith to meet with faculty on their group and individual concerns to resolve employee repayment concerns. Ms. Randolph will be available to assist.

Ms. Johnson will lead the HR Consultant process.

The vote for Personnel Action was motioned by Beaco and seconded by McWilliams. Vote was unanimously approved.

VII. Adjournment

Meeting adjourned at 8:47 p.m. Johnson made the motion to adjourn and McWilliams seconded the motion. Vote was unanimously approved.

Cheryl Beaco

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Secretary

September 24, 2019

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Date