

**ADVOCATES FOR INNOVATIVE SCHOOLS, INC.  
REGULAR BOARD MEETING  
8550 Curran Boulevard  
New Orleans, Louisiana  
5:30 p.m.  
January 14, 2019**

**MINUTES**

Attending:

Barbara Major, President  
Stephen Goodly, Vice-President  
Meredith Johnson, Treasurer  
Debra Adams, Member  
Cheryl Beaco, Member  
Ora Wiley, Member

Absent:

Carly McClay, Member

AIS Staff:

Terri Williams, Principal  
Paulette P. Bruno, SOO

Willie Zanders, Attorney  
Roslyn J. Smith, Consultant

- I. Call to Order  
President Barbara Crain-Major called the meeting to order at 5:52 p.m.
- II. Approval of Agenda  
Meredith Johnson made a motion to approve the agenda. Ora Wiley seconded the motion. The motion was approved by a unanimous vote.
- III. Approval of Minutes  
Stephen Goodly made a motion to approve the minutes from December 10, 2018 and November 5, 2018. Debra Adams seconded the motion. The motion was approved by a unanimous vote.
- IV. Old Business and/or Action Items  
There was no Old Business to discuss.

V. New Business and/or Action Items

1. Board Secretary Vacancy Roslyn J. Smith  
Frank Williams' resignation from the Board in December left a vacancy in the Board Secretary position. The President opened the floor for nominations for the position of AIS Board Secretary to complete his term. Ora Wiley nominated Cheryl Beaco. Debra Adams seconded the nomination. The vote for Cheryl Beaco as Secretary was unanimous.
2. National (Louisiana – correction) Public Charter School Conference June 2019  
Board members were asked to check their calendars for their availability to attend the National Public Charter School Conference. The Board will participate in Early Bird registration this year.
3. Personnel Actions (Hires and/or Changes)  
New Hires were voted on individually. The ESL position for Elsa Bellot was a motion by Stephen Goodly, seconded by Ora Wiley. The 7/8 Grade ELA position for Destra Tolliver was a motion by Meredith Johnson, seconded by Stephen Goodly and the Band Director/Music Teacher was a motion by Stephen Goodly, seconded by Meredith Johnson. The motions were all approved by unanimous votes.
4. Principal's Report Tarynesa "Terri" Williams
  - a. Academic Progress Reports were discussed at the December meeting. There were no changes to report.
  - b. A team headed by Ms. Williams is working on a Super APP Grant with a maximum of \$30,000 award.
  - c. LEAP Prep has started in preparation for testing in April. The new scoring formula uses 75% of the Performance Score and 25% of the Growth Targets. Moton did not receive any points for Growth in 2017-18. Saturday Owl Academy will begin on January 19<sup>th</sup>. 12 Teachers will be hired for tutoring from 9 – 11 for 9 weeks.
5. School Finance Officer Reports Melvin Davis, SFO
  - a. Monthly Financial Reports
  - b. Budget Adjustments and Amendments
  - c. State and Federal Grant Reimbursements
6. School Operations Officer Report Paulette P. Bruno, SOO  
Mrs. Bruno did not present a written report. She was reminded to have a written report for the next meeting. Electricians began working on the first floor. She reported that no other contractors had done anything.
7. Standing Committee Reports
  - a. Academic Debra Adams, Chair
    - Calendar Adjustments to Intercession Break for State Testing for March 11-22. Intercession will be moved to April. Changing the

Calendar was motioned by Ora Wiley and seconded by Meredith Johnson. The vote was unanimously in favor of the motion.

- Saturday School Tutoring Program begins January 19<sup>th</sup>.
- Principal First Semester Evaluation team needs additional time to meet as a group before discussing the evaluation results with Ms. Williams.

b. Facility Stephen Goodly, Chair

- School Operations Officer First Semester Evaluation team needs additional time to meet as a group before discussing the evaluation results with Mrs. Bruno.
- Building Maintenance District Issues Willie Zanders
  - Carpentry- Received quote HVAC- PO Issued- work complete
  - Electrical- PO issued – work almost complete Hardware – On site visit rescheduled
  - Flooring – Received quote
  - Landscaping – Received quote
  - Security - On site visit needed for quote
  - Storefront- Received quote

A few critical areas remain on the list:

- a. Front Door
- b. Fence
- c. Freezer
- d. Cameras
- e. Leak in Cafeteria
- f. OPSB Annual Inspection (To do list)

c. Governance Ora Wiley, Chair

- Revised Grievance Policy Willie Zanders
- Mr. Zanders was asked to work with the Governance Committee to streamline policies. The Board has policy issues, guidelines and procedures listed in the Employee Handbook, Financial Policy Manual, Fixed Assets Procedures and Parent/Student Handbook. Policies will be published on the school's web site.

d. Finance Meredith Johnson, Chair

Mr. Johnson presented a written finance report. Stephen Goodly motioned to accept the report and Barbara Major seconded it. The vote to accept was unanimous.

- Staffing of Finance Officer Position was not discussed.
- Investment Policy discussion will continue after our Attorney reviews, prior to further discussions with Bank officials for investment plans.

VI. Executive Session

Meredith Johnson motioned to go into Executive Session at 7:35 p.m. Ora Wiley seconded the motion. The vote was unanimous. Two personnel issues were discussed before the public meeting reconvened at 8:00 p.m. Stephen Goodly motioned to adjourn the Executive Session. Ora Wiley seconded the motion. The vote was unanimous. Debra Adams motioned to return to the public meeting. Stephen Goodly seconded the motion. The vote was unanimous.

1. Personnel

- a. Attendance Hearing vote to place an employee on leave without pay, pending a hearing. Meredith Johnson mad the motion and Stephen Goodly seconded it. The vote was unanimous. The hearing committee will be Adams, Wiley, and Goodly.
- b. Salary Issue (Legal Advice) a new proposal will be made to resolve salary issues. Attorney Zanders and Consultant Smith will work with the employee for an amicable resolution. A 48-hour timeline will be given for consideration of the contract proposal.
- c. Administrative Evaluations were not discussed.

VII. Adjournment

The President asked for a motion to adjourn. Stephen Goodly motioned to adjourn the meeting. Debra Adams seconded the motion. The vote was unanimous. Meeting adjourned at 8:15 p.m.

Cheryl Beaco, Secretary

Signed: February 4, 2019