ADVOCATES FOR INNOVATIVE SCHOOLS, INC.
REGULAR BOARD MEETING

Robert Russa Moton Charter School Gymnasium
8550 Curran Boulevard
New Orleans, Louisiana 70127
5:30 p.m.
Tuesday, November 2, 2021

MINUTES

Attending:
1 Terry Clay, Vice President
2. Ora Wiley, Treasurer
3. Cheryl Beaco, Secretary
4. Debra Adams, Member
5. Debra Gould, Member
6. Louvinia Wallace, Member

Absent:
1. Charmaine Sonnier, Member
2. Raven Bell, Member
3. Barbara Crain-Major, President

Staff:
1. John McCrary, CEO
2. Deidra Bradley, Principal
3. Terracenia Rodney, Asst. Principal
4. Cheryllyn Branche, Exe. Asst. to CEO
5. Marlene Wade, CFO
6. L'Tanya Randolph-Bruno
7. Keshia Saverin
8. Drena Johnson
9. Niki Parquet
10. Marietta Simmons
11. Tina Mathews
12. Shantinee VanBuren
13. Darrow Reaux
14. Ronald Holmes
15. Toni Robinson
16. Betty Clark
17. Brenda Irvin
18. Tieka Brown
19. Darrin Bedell
20. Dwone Sanders
21. L'nya Moore
22. Sondra Auzout
23. Ernest Johnson
24. Antoinette Arceneaux
25. Glenis Zelaya
26. Tracy Montgomery
27. Colonial Saulters
28. Elsa Bellot
29. Nicole Simmons
30. Donetra Smith
31. Tashan Parker
32. Courtney Chambliss
33. Diane Wiltz
34. Carol Bailey
35. Austin Sonnier, Asst. Principal
36. Linda Brickham
37. Phyllis Burns
38. Melissa Williams
39. Sarah Willis
40. Wendy Petty
41. Karin Perrault
42. Brian Richburg
43. Remy Jones

Consultants:
1. Willie Zanders, Attorney
2. Roslyn J. Smith, Consultant

Parents:
1. Zenetta Green

The Faculty and Staff introduced themselves to the Board of Directors before the meeting was called to order. All persons were asked to state their names and how many years they had worked at Moton Charter School.

I. Call to Order and Roll Call

Vice President Terry Clay called the meeting to order at 5:55 p.m. The roll was called and a quorum was established. Present were Ms. Adams, Ms. Beaco, Ms. Gould, Dr. Wallace, Ms. Wiley and Mr. Clay. Absent were Ms. Crain-Major, Ms. Bell and Ms. Sonnier.

II. Approval of Agenda

Ms. Gould motioned to approve the agenda. Ms. Wiley seconded the motion. Mr. Zanders made one correction. The agenda noted a Student Transportation Contract with the name "Clark" instead of "Calvin." A correction will be cited on the next agenda in December. Ms. Adams, Ms. Beaco, Ms. Gould, Dr. Wallace, Ms. Wiley and Mr. Clay accepted the agenda.

III. Approval of Minutes from the September 29, 2021 Regular Board Meeting.

Ms. Gould motioned to approve the minutes from the September 29, 2021 meeting. Ms. Wiley seconded the motion. Ms. Adams, Ms. Beaco, Mr. Clay, Ms. Gould, Dr. Wallace and Ms. Wiley approved minutes.

IV. Old Business

1. Mandatory COVID-19 Vaccination Policy for Employees

Attorney Zanders presented draft revisions to the Mandatory COVID-19 Vaccination Policy for Employees that added Routine Testing. This was a second reading of the revised policy. Ms. Beaco made a motion to accept the revised policy. Ms. Gould seconded the motion. Ms. Adams, Ms. Beaco, Mr. Clay, Ms. Gould, Dr. Wallace and Ms. Wiley approved motion unanimously.

2. Student Transportation RFP

The special Transportation Committee, Ms. Bradley, Mr. Sonnier, and Ms. Branche, examined three proposals for Student Transportation and recommended Calvin Transportation for the 2021 – 2022 school session. Ms. Wiley made the motion to accept the bid and approve Attorney Zanders to complete a formal contract for the President's signature. Mr. Clay seconded the motion. The contract was approved for 07/01/21 to 06/30/22. The motion was accepted unanimously. (This is a correction of an error that was on the 09/29/21 agenda.)

V. New Business

1. CEO Evaluation Proposal

A proposal from Chief of Minds to create an evaluation instrument was circulated among Board Members. No vote was taken to allow time for reading and responses. The item will be revisited at the next meeting. Proposed costs were $2,000 for a paper evaluation or $3,500 for an electronically compiled evaluation. All Board of Directors will be evaluators.

2. Annual Board of Ethics Training for AIS Members

Board members were reminded to complete the required Board of Ethics training before November 15, 2021. A copy of the certificate must be on file in the Board records. Please submit a copy to the Board's Secretary, Ms. Beaco before the deadline.

3. Communications/Dashboards

Following discussion, Mr. Clay proposed the discussion about the development of a dashboard should be handled in the Governance Committee Meeting before recommendations come before the full Board.

4. Employee Contracts

It was verified that the Board voted to provide employee Contracts for 2021 – 2022 following Executive Session at the meeting on September 29, 2021. Ms. Wiley made a motion to provide Employee Agreement Contracts to all employees. Debra Adams seconded the motion. Ms. Adams, Ms. Beaco, Mr. Clay, Ms. Crain-Major, Ms. Gould, and Ms. Wiley voted in favor of the motion. Dr. Wallace abstained. The motion passed. Mr. Zanders will draft the contracts. The contracts will include a confidentiality clause as requested by Ms. Adams.

VI. Administrative Reports

1. CEO Report **John McCrary**

Mr. McCrary and Ms. Crain-Major have requested a meeting at Moton with Superintendent Lewis. The meeting will be on November 15, 2021. The need for additional resources is the main topic. This will include our own Cash Reserves.

The CEO emphasized the need for Finance, Academics and Operations leaders to work together. We are still in need of certified and well-trained teachers. The ESSER grants cover several years. We are applying for a Reimagine School Systems Initiative Grant. We will also need a development committee and teams to raise money and find other resources.

2. Executive Assistant to the CEO Report **Cheryllyn Branche**

All permits are current. Ms. Branche acknowledged the patience and definitive work done by the facility Supervisor, Ronald Holmes. We have Arrow Fence repairing the damage from the storm. A schedule of upcoming maintenance activities was shared. Walk-throughs by the City and District are expected. Transportation compliance requires four reviews per year.

3. Principal Report **Deidra Bradley**

The Pupil Teacher ratio is 23:1. There are staff shortages at all schools, including ours. A balanced assessment system indicates a need for small groups inside classrooms. Individualized plans are needed for each child.

Teachers need training to work with students who have missed instruction due to unplanned disruptions this year.

4. Chief Finance Officer Report **Marlene Wade**

a. Financial Statements and Credit Card Report
Details were shared about the finances and credit card use.

b. Receive and Accept the Reports – Federal and State
First Quarter reports are completed.

c. Annual External Audit Progress
The audit is progressing on time. Data is still being compiled.
It will be on time for the December Board Meeting.

d. Annual Financial Report
The report was submitted before the deadline with no errors.

Ms. Beaco made the motion to accept the CFO's report. Ms. Adams seconded the motion. Ms. Adams, Ms. Beaco, Mr. Clay, Ms. Crain-Major, and Ms. Wiley voted in favor of the motion. The motion was accepted unanimously.

Additional finance topics that were mentioned for discussion in the future included the following:

1. Outline of Chief of Minds Human Resources Contract listing all of their responsibilities.
2. TRSL Study to consider creating a 403B retirement program of our own
3. La. 4 Pre-K study to determine values and costs prohibitions

VII. Standing Committee Reports

1. Academic **Debra Adams, Chair**
A list of topics from the CEO discussed at the Academic Committee Meeting was reviewed.

2. Finance **Ora Wiley, Chair**
A list of topics from the CEO discussed at the Finance Committee Meeting was reviewed.

3. Governance **Terry Clay, Chair**
The Governance Committee shared minutes and a
2020 – 2021 Year-End Governance Committee Report.

VIII. Executive Session

Ms. Beaco made a motion to go into Executive Session at 7:52 p.m. Ms. Wiley seconded the motion. The motion carried with a unanimous vote.

1. Personnel Roslyn J. Smith, Consultant
   a. Personnel Actions (Hires and/or Changes)

i. **Administrative Leave**
Following Executive Session the Board voted to support the CEO's decision to place one employee on Administrative Leave with pay during an investigation. The Personnel Action Report was motioned for acceptance by Ms. Beaco and Seconded by Ms. Adams. The vote was unanimous.

2. Legal
There were no legal topics to discuss.

At 8:04 p.m. Ms. Adams made a motion to close the Executive Session and return to the public forum. Ms. Willey seconded the motion, which was accepted unanimously.

IX. Adjournment

At 8:06 p.m. Ms. Beaco made a motion to adjourn the meeting. Mr. Clay seconded the motion. The vote to adjourn was unanimous.

Cheryl Beaco
Secretary

December 7, 2021
Date