

Board Meeting Minutes
Crescent Leadership Academy
January 9, 2013 @ 3:30
Via conference call

Board Members:

Present: Judge Helen “Ginger” Berrigan, Anthony Doty, Marlin Ford

Absent: Steve Hartman

Others Present:

Tracy Joseph, CLA Superintendent/ ROP Education Director

CJ Bower, ROP Chief Financial Officer

Lynda Kyhl, ROP Eastern Business Coordinator

Proceedings:

Meeting called to order at 4:30 by Judge Berrigan

Reports:

- ***CLA TYPE 5 Charter Progress Report*** provided by Tracy Joseph:

Another administrator has been hired for CLA. There will be a co-principal ship between Tracy Joseph and Chauncey Nash. The Dean of Students is Charmaine Carter, formerly of Recovery School District (RSD.)

The Registrar and Guidance Counselor positions are being separated. A Guidance Counselor was recently interviewed with corresponding offer to join the team.

Current instructional vacancies include social studies, English and math. An offer was made today for the social studies position. Dual certification is being considered as the candidate is an attorney who may be able to offer law courses. The goal is to identify final candidates by the end of next week. There is an agreement in place with Kelly Services to provide staffing as needed but it is recognized that substitutes are not a long term solution.

Parent conferences were held yesterday from 4-6 pm. 72 families RSVP’ed affirmatively with 25 families actually attending. Transportation was provided through RTA and vans. Feedback from participating families was very positive and supportive.

CLA is going to form a Parent Council. A parent also could join the CLA Board. It was suggested that perhaps a senior student join the CLA Board as well. The student would not have voting power and participation would be limited, but the student representative could provide feedback.

Today’s enrollment was 176 students. Challenges continue with the 45-day placements and a meeting is scheduled with RSD to review at the expulsion process.

The Saturday credit recovery program is starting this month. Hours will be 8am to 12 noon. An administration rotation will be implemented to ensure oversight and support. An additional Saturday afternoon session from 1pm-5pm could be added depending on need and demand.

Two reviews are upcoming. The RSD Office of Performance review will take place at the end of the month and focus on facility, program areas and classroom observation. New Schools for New Orleans (NSNO) will return next month for one day of meeting with staff and classroom observations. The NSNO visit is not a tradition review but more of an opportunity for SWOT analysis.

Judge Berrigan voiced support for parent and student participation on the Board, citing it as an opportunity to teach and reward leadership.

A senior student luncheon was held last week and was well received by students. Post-secondary and leadership opportunities were discussed at the luncheon.

- **Financial Report** *provided by CJ Bower:*

The Crescent Leadership Academy Balance Sheet for 6 months ending December was reviewed. Cash was down because accounts receivable were up.

Income Statement for 6 months ending December was reviewed. Student revenue was down due to fewer expulsion students and fewer classroom days in December. Administrative Salaries were down due to open positions.

CLA has not been receiving education fees despite billing almost \$100,000 since September. RSD and Dept. of Education have indicated in meetings that they will pay \$74,000 immediately. This money should have been received at the beginning of the year but didn't happen due to a breakdown at RSD.

There also are issues with funding already received based on the student count anticipated by RSD. RSD funded CLA based on 200 students and CLA staffed accordingly. However the expected 60-70 students from Schwartz did not attend following a letter issued to them by RSD indicating that it was not necessary to attend CLA. Since actual enrollment was 159 as of the October 1 count date, the State has requested a partial refund of the issued funding but this is being protested by CLA based on the assurance made by RSD.

CLA is waiting for i3 funding dependent upon the approval of provided job descriptions. An i3 grant audit is scheduled for the last week of January. A pre-audit checklist has been received and compliance is at 90% based on internal review. 100% compliance is anticipated by the time of the review.

- **Action Items**

- 1) Motion to approve Agenda, APPROVED.
- 2) Motion to approve Minutes from December 4, APPROVED.
- 3) High Bar training dates discussed, training will take via phone on Wednesday, January 30 at 6pm.

4) Judge Berrigan has two possible Board members, they will be on site the week after next. Information is needed about still has funding for a student tour of Angola. She can accommodate 30-40 students and requested a possible date. Tracy Joseph will set criteria and select students. Berrigan and Joseph will choose a date, probably in March or April. There also was a discussion of and interest in participation in a mock trial.

- **Activities Calendar**- reviewed
- **The next CLA Board meeting will take place Wednesday, February 13 at 4:30 pm via conference call.**

Meeting adjourned at 4pm.