

**Crescent Leadership Academy
Board Meeting Minutes
Tuesday, August 20, 2013
4:30 pm @Crescent Leadership Academy
4300 Almonaster Ave.
New Orleans, LA 70126**

**To join the meeting by phone:
Call-in toll number (US/Canada): 1-408-792-6300
Access code: 574 239 253**

Board Members:

Present: Marlin Ford, Helen “Ginger” Berrigan, Maurice Lightfoot, Jim Letten, Kevin Maney and Allison Albert

Absent: Anthony Doty

Others Present:

Tracy Joseph, CLA Superintendent/ ROP Education Director

Chauncey Nash, CLA Principal

CJ Bower, ROP CFO

Nancey Carter, ROP Education Business Manager

Philip Rebowe, CPA (Riggs & Ingram, LLC)

James Bednark, ROP Executive Director, Education Division

Summer Suleiman, reporter from *The Lens*

Proceedings:

I. Roll Call

Meeting called to order at 4:31 (CST) by Marlin Ford.

II. Approval of April Agenda

Kevin Maney moved to approve the Agenda; Maurice Lightfoot seconded the motion. ***Motion to approve August 20, 2013 Agenda passed unanimously.***

III. Approval of March Meeting Minutes

Kevin Maney made the motion to approve the July 20, 2013 Board Meeting Minutes. Maurice Lightfoot seconded the motion. ***Motion to approve July Meeting Minutes passed unanimously.***

IV. ESP Reports

a. Type 5 Charter Progress Report – Chauncey Nash/Tracy Joseph

Dr. Nash gave the Type 5 Charter Progress and Activities Calendar Reports:

- School year began August 5, 2013, CLA fully staffed, with approximately 80 students, with a high count of 130 students since the beginning of the year

- plan in place to make outreach calls to get to goal of 200+ students in attendance
- CLA in preliminary talks with Southern University of New Orleans to involve CLA junior and senior students in the “Early Start” program to take remedial and first-level college courses for high school and college credit; talks also include potential partnership with SUNO to do ACT prep with CLA students
- CLA has hired head football coach and purchased equipment; first game scheduled for September 26, 2013.

b. Financial Report –CJ Bower

CJ Bower presented the 2013-14 budget report:

- slight changes to budget: renegotiated school bus costs, saving money in budget; added teacher training position
- anticipate making \$89,000 (in reserve) by year's end; goal of having four months operating expenses in reserve

Kevin Maney made a motion to approve the budget for the 2013-14 school year, Maurice Lightfoot seconded the motion. *Motion to approve the 2013-14 budget passed unanimously.*

CJ Bower presented a report detailing the current CLA income statement, balance sheet and cash flow statement, and detailed the per-student funding CLA will receive.

Philip Rebowe, CPA, with the firm Riggs & Ingram, LLC, gave a report on the audit the firm is conducting of CLA finances:

- The audit was started on Monday, August 19, 2013, and he expects to have the audit report completed for the Board's review by late September or early October.
- There will be three separate audit reports for the June 30, 2013 year – a basic audit of the CLA financial statements, an audit of the compliance with grant requirements, and compliance with state Board of Elementary and Secondary Education (BESE) standards. The IRS Form 990 will be filed by the end of the year.

CJ Bower read the Louisiana Compliance Questionnaire and submitted it for the board's approval.

Kevin Maney made a motion to approve the Compliance Questionnaire. Allison Albert seconded the Motion. *The Motion to approve the Compliance Questionnaire passed unanimously.* Judge Berrigan, Kevin Maney, and Allison Albert signed the Questionnaire.

c. Executive Report-Tracy Joseph

Tracy Joseph presented the executive report:

- RSD will cover 50% of the cost of Truancy Services this year.
- CLA is in talks but has not agreed to participate in the RSD's Child Search program, which identifies disabilities in students at an early age. CLA is unlikely to have any of those students enrolled and does not have use for that service as currently constructed.
- Proposes CLA joining the Louisiana Association of Public Charter Schools (LAPCS) for the year

Judge Berrigan moved to approve CLA joining the LAPCS. Kevin Maney seconded the Motion. ***The Motion to approve CLA joining the LAPCS for the 2013-14 school year passed unanimously.***

V. Board Updates

a. Board Member Recruiting

Judge Berrigan stated that the recruiting of a new board member with a fundraising background is ongoing, and would like to bring a potential member out to the school for a site visit.

b. Subcommittee designations

The Board will likely create a Governance Committee, and a Fundraising Committee once a board member is added with a fundraising background to be Chair.

c. CLA Mock Trial Update

Judge Berrigan stated that she will be coming to the CLA campus on September 27th for the mock trial orientation, with workshops the following two Fridays, with the students coming to Judge's Chambers to try the case following that.

Judge Berrigan moved to adjourn the meeting, Kevin Maney seconded the motion. ***Meeting adjourned at 5:18 PM CST.*** The next meeting is Tuesday, 9/17/13 @4:30 pm CST.

Minutes scribed by Kevin Maney.

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