

**Crescent Leadership Academy  
Board Meeting Minutes  
Tuesday, December 17, 2013  
4:30 pm @ Crescent Leadership Academy  
4300 Almonaster Ave.  
New Orleans, LA 70126**

**Board Members:**

*Present:* Helen “Ginger” Berrigan, Marlin Ford, Kevin Maney

*Absent:* Jim Letten, Maurice Lightfoot

**Others Present:**

Tracy Joseph, CLA Superintendent/ ROP Education Director

Chauncey Nash, CLA Principal

CJ Bower, ROP CFO

Nancey Carter, ROP Education Business Manager

Jim Bednark, ROP

Philip Rebowe, Carr, Riggs & Ingram

Kevin Tschirn, Carr, Riggs & Ingram

**Proceedings:**

**I. Roll Call**

Meeting called to order at 4:33pm (CST) by Judge Berrigan.

**II. Approval of November Minutes**

Kevin Maney moved to approve the October minutes; Judge Berrigan seconded the motion.

**III. ESP Reports**

**a. Type 5 Charter Progress Report and Activities Calendar – Chauncey Nash**

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

- CLA participated in “Giving Thanks Through Giving Back,” where students and staff adopted families for Thanksgiving
- Did second set of benchmarks, but CLA students led consortium in Geometry; continuing to work on other subjects
- Basketball schedule released: will play every Saturday for next two months
- Going before Louisiana High School Athletic Association (LHSAA) on January 29, will go to Rules clinic and decide whether or not to become LHSAA member
- Average attendance is 130-140 students daily

**b. Financial Report –CJ Bower**

CJ Bower presented the financial report:

- Still waiting for final counts from Department of Education
- Re-classification of funding categories was done
- Expulsion revenue about \$100K
- Cost savings in payroll tax and benefits; remainder generally held to budget
- \$32K favorable to budget to date
- will go back to RSD to seek additional funds for expulsion students
- assets dropped due to accounts receivable collected
- once RSD funds collected, will be able to pay off Rite of Passage

**c. Audit Results**

Philip Rebowe and Kevin Tschirn from Carr, Riggs & Ingram presented the audit results performed by their firm:

- audit will be filed by December 31, 2013
- because CLA received federal funds, must do single compliance audit
- issued clean opinions on financial statements and single audit opinions
- minor findings: listed employees with no social security numbers as a placeholder for future hires; recommended to not use placeholders; Oct. 1<sup>st</sup> PEP report did not list assistant principal; six classes of 27-30 students not listed on Schedule 6
- Tracy Joseph noted that there was no Assistant Principal on October 1<sup>st</sup>, and CLA was directed by the State to use placeholders for future employee hires
- Bank statements should be mailed to a CLA employee and a board member; currently just mailed to ROP

**d. Executive Report-Tracy Joseph**

Tracy Joseph presented the executive report:

- La. Dep. Of Ed. underreported sales tax revenue, so Orleans Parish and RSD will receive money back to be divided across schools, we are trying to determine whether CLA qualifies for this reimbursement
- Met with two RSD employees and will receive additional funding; will be used to establish a satellite location; will seek additional funding

- RSD has employed a security liaison housed at CLA
- RSD is re-doing formula for disabled students
- Working with Nancey Carter on PBIS Grant due at end of month
- Still working on lease agreement with MSpace

#### **IV. Board Updates and Action Items**

##### **a. Addition of new board member**

- Bringing CPA Tommy McGinnis out to the school; would like to add as board member
- Kevin Maney moved to add Tommy McGinnis as a Board member upon acceptance of invitation. Judge Berrigan seconded the motion. *Motion passes unanimously.*

##### **b. Clarification of Public Meeting Laws**

- Reiterated that board members in Louisiana must be physically present to vote.

***Meeting adjourned at 5:18PM CST.*** The next meeting is Tuesday, 1/21/14 @4:30 pm CST.

Minutes scribed by Kevin Maney.

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