***­­­­­­* State of Louisiana**

**MINUTES**

**BOARD OF DIRECTORS MEETING**

**LOUISIANA SCHOOL FOR MATH, SCIENCE, AND THE ARTS**

**June 19, 2017**

The Board of Directors of the Louisiana School for Math, Science, and the Arts met on June 19, 2017, at 9:30 a.m. in the Jimmy D. Long Boardroom, LSMSA, in Natchitoches, LA. Mrs. Sharon Gahagan, Board Chair, called the meeting to order.

**ROLL CALL**

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| **Present**Mr. Jed CainMr. Hollis ConwayMr. Tony DavisMs. Amy DeslattesMrs. Sharon Gahagan, Board ChairMs. Dianne GauthierDr. Vickie GentryMrs. Tristen GuilloryMr. Ryan JanniseMs. Suzy JohnsonMr. Gene KatsanisMr. Mike McGrathMrs. Martha Kay SmileyMr. Jamie SmithDr. Larry TremblayDr. Steve Horton (serving as secretary) | **Absent**Mr. Jimmy Long Jr.Hollis MiltonSenator Dan MorrishMr. Paul RainwaterMr. Lovan ThomasSenator Mike WalsworthMrs. Jamie Wong**Guests**Mr. Ken Sills, LSMSA AttorneyDr. Kristi Key, LSMSAMr. John Allen, LSMSAMrs. Emily Shumate, LSMSAMs. Angela Robinson, LSMSA FoundationMs. Mary Ellen Slayter, LSMSA AlumnusMr. Matthew Couvillion, LSMSA AlumnusMr. Anthony Stanley, LSMSA AlumnusMr. Tom Matuschka, LSMSA AlumnusMs. Beth Colvin, LSMSA AlumnusMs. Maggie Conarro, LSMSA AlumnusMs. Jennifer Loftin, LSMSA AlumnusMrs. Marsha Graham, former LSMSA Employee |
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**WELCOME AND INTRODUCTIONS**

Mrs. Gahagan welcomed members to the quarterly board meeting and thanked them for their attendance and support for the school. She welcomed Mrs. Guillory to the Board as the delegate of Dr. John White, State Superintendent of Education. She also recognized Dr. Gene Katsanis, who will be retiring from his post on June 30. She presented him with tokens of appreciation from the School, Alumni Association, and Foundation.

Mrs. Gahagan also announced that Lovan Thomas, a founding member of the School’s Board of Directors, has resigned his position as Board Member. Though he was absent for this meeting, Mrs. Gahagan wished him well and thanked him for all of his time and service to the success of LSMSA.

**AGENDA ITEM 1: Approval March 20, 2017 Board Minutes**

Mrs. Gahagan requested the board’s review of March 20, 2017, Bboard minutes and requested any corrections or changes.

**Dr. Gentry moved to approve the March 20, 2017, Board Minutes. Mr. Davis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 2: Call for Public Comment on Items Requiring Board Action**

Mrs. Gahagan reported that she had no request cards for public comment.

**NO ACTION REQUIRED**

**AGENDA ITEM 3: Update on Senate Bill 1**

Mrs. Gahagan presented the final revisions to Senate Bill 1 to the Board. At the time of this meeting, Gov. Edwards had not signed the bill, which would create Act 374 of the 2017 Legislature. The pending Act officially changes the name of the school to Jimmy D. Long Sr. Louisiana School for Math, Science, and the Arts; however, the pending Act further states that the school may continue to use the current school name for all practical purposes, as determined by the School’s Board of Directors.

So that the School would be in compliance with the pending Act, Mrs. Gahagan appointed a committee to review the legislation and establish recommendations for how the name change would be implemented: Mrs. Gahagan as chair, Dr. Gentry, Mr. Cain, Mr. Smith (LSMSA Alumni Association), Mr. McGrath, Dr. Arthur Williams (former executive director and faculty emeritus), Bill New (LSMSA Foundation), Kristina Donovan (LSMSA Parents Council), John Allen (ex officio) and Dr. Horton (ex officio). She plans to convene this meeting in early September and have a full report of its activities at the September meeting.

**Mr. Janise moved to approve the formation and membership of the special committee; Mr. Davis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 4: Executive Director’s Report**

Dr. Horton reviewed the findings of the recent Louisiana Legislative Auditor’s (LLA) Report. He addressed the two findings; one dealing with the reporting of unreconciled cash balances at the end of the fiscal year; and the other dealing with approvals for expenditures from club accounts. He confirmed that both findings had been addressed and deficiencies removed. School policies have been revised to avoid these types of issues from occurring again. The School has reported its corrections/compliance as directed by the LLA.

Dr. Horton shared major school accomplishments since the last meeting and updated the Board on what was happening on campus during the summer session. He also summarized the accomplishments of the most recent graduating class.

**NO ACTION REQUIRED**

**AGENDA ITEM 5: Approval of Proposed Faculty for the 2017-2018 Year**

Dr. Key requested approval of credentials for faculty joining LSMSA in August: Dr. Justin Barker (English), Mr. Leo Elsenlohr (Chinese), Mr. Marcus Journey (Visual Arts), Dr. John Littlejohn (German and Fine Arts); and Dr. Natalie Malti (French). She offered information from each of their academic dossiers and answered questions from Board members. She also commended the work of the faculty in conducting four rigorous searches to identify and select these very qualified additions to the School.

**Dr. Gentry moved to accept the list of proposed new faculty for 2017-2018. Mrs. Johnson seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 6: Approval of Proposed Courses for the 2017-2018 Year**

Dr. Key requested approval for new courses in the Chinese curriculum that will be taught by Mr. Elsenlohr. She said that the faculty planned to enhance this curriculum with additional courses based on student demand. All other new courses were approved by the Board at the March meeting.

**Mr. Davis moved to approve the request. Mr. Cain seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 7: Report on LSMSA’s 2017-2018 Budget Pending Governor’s Signature**

Mr. Allen provided a detailed overview of the proposed budget for the upcoming school year, which included a 2% reduction in state general funds. He summarized priorities for the upcoming year and also explained how important our projected enrollment increase was to our MFP funding, which directly affects the strategic planning for the School. Since the School was “exempted” from two significant budget cuts during the 2016-2017 year, several projects were able to be completed, such as replacing the carpeting in the HSB (most was over 30 years old), repair of roofing, and installation of a mandatory backflow system. Mr. Allen also assured the board that all actions regarding the budget (such as transferring funds between object codes) requires approval of the School’s state Budget Analyst. He also commended his staff for being very judicious over the year; he projected that very little, if any, operating funds would be left unspent by the end of the year.

**NO ACTION REQUIRED SINCE BUDGET HAS NOT BEEN APPROVED**

**AGENDA ITEM 8: Proposed Use of EEF Funds**

Mr. Allen presented the School’s plan for use of the annual Education Excellence Funds appropriation. He explained that whatever funds are not used automatically roll forward to a school account with the state Treasury. As of this date, the balance exceeds $600,000. Mr. Allen submitted an expenditure request including four areas: Summer Programming, Education Supplies, Professional Development, and School Bus Purchases. The total maximum expenditure for these is $255,000. Depending on the status of the general fund budget for this fiscal year, this maximum may not be used, which has happened in prior years. Mr. Allen answered questions from Board members relevant to details for each area.

**Mr. Janise moved to approve the proposal. Mr. Katsanis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 9: Report on Evaluation of Executive Director**

Mrs. Gahagan provided an overview of the process involved in the evaluation of Dr. Horton. All evaluations submitted by faculty/staff were delivered to Mr. Janise, who chaired the committee. She thanked the committee—Mr. Janise, Dr. Gentry, Mrs. Smiley, Mrs. Johnson, and Mr. Conway—who met to review all of the components and complete the formal process.

**Mr. Davis moved to go into Executive Session to discuss Dr. Horton’s evaluation. Mr. Cain seconded the motion; following a roll call vote, the motion passed unanimously.**

The Board went into Executive Session at 11:15 a.m.

**Following Executive Session meeting, Dr. Katsanis moved to return to the regular meeting. Dr. Tremblay seconded the motion; following a roll call vote, the motion passed unanimously.**

The Board returned to Regular Session at 11:30 a.m.

**Mr. Davis moved to accept the committee’s satisfactory evaluation rating. Mr. Smith seconded the motion; the motion passed unanimously.**

Mrs. Gahagan congratulated Dr. Horton and thanked him for a successful year. He expressed his gratitude and thanked the board for its confidence in him throughout the year.

**AGENDA ITEM 10: Update on the Proposed Residence Hall**

Dr. Horton updated the Board on activity over the last quarter. All construction documents are completed, and all that remains is for adequate funding to be transferred from Priority 5 to Priority 1 ($14.6 million). Dr. Horton and Mr. Allen visited state stakeholders in early June to reemphasize the urgency of the beginning of this project, citing concerns for student safety and aging facilities that are not ADA compliant. Though their concerns were received well, as of this meeting no changes in funding allocations have been made.

**NO ACTION REQUIRED**

**AGENDA ITEM 11: Report from the Faculty**

Mr. McGrath provided a summary report of activities of the faculty during the past quarter. Faculty are actively engaged in conferences, paper presentations, recitals, and manuscripts. Many serve in leadership roles in their respective organizations.

**NO ACTION REQUIRED**

  **AGENDA ITEM 12: Administrative Staff Reports**

Directors provided the Board with short written reports that detailed activities in their respective areas. Mrs. Gahagan encouraged members to visit with Directors afterward if they had any questions or comments.

 **NO ACTION REQUIRED**

**AGENDA ITEM 13: Title IX Policy Revisions for Web Site and Student Handbook**

Mr. Sills delineated revisions to the existing Title IX policy so that it aligned with existing federal statutes. Specifically, the revisions regarded protocols in the investigation process and specifically defined who was responsible for each area of the process. He also provided forms for the School to use when a Title IX or VII complaint was reported.

**Mr. Katsanis moved to accept the revisions to the Title IX policy; Mrs. Smiley seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 14: Other Business**

**Mr. Davis moved to go into Executive Session to discuss personnel matters. Mr. Cain seconded the motion; following a roll call vote, the motion passed unanimously.**

The Board went into Executive Session at 11:55 a.m.

**Following Executive Session meeting, Mr. Janise moved to return to the regular meeting. Mr. Davis seconded the motion; following a roll call vote, the motion passed unanimously.**

The Board returned to Regular Session at 12:33 p.m.

Mrs. Gahagan reminded Board members that Dr. Horton would share dates of upcoming Board meetings within the next two weeks. She also invited Board members to the Matriculation Ceremony on September 1, and also invited members to the opening session of Faculty In service, scheduled for August 7.

**AGENDA ITEM 15:** **Adjournment**

As there was no other business to come before the Board, **Mrs. Smiley moved to adjourn. Mrs. Deslattes seconded the motion; the motion passed unanimously.** The Board adjourned at 12:45 p.m.

 

Steven G. Horton, PhD. Sharon T. Gahagan, EdS.

Secretary Chair

