**State of Louisiana**

**MINUTES**

**BOARD OF DIRECTORS MEETING**

**JIMMY D. LONG SR. LOUISIANA SCHOOL FOR MATH, SCIENCE, AND THE ARTS**

**March 13, 2019**

The Board of Directors of the Louisiana School for Math, Science, and the Arts met on March 13, 2019, at 9 a.m. in the Jimmy D. Long Boardroom, LSMSA, in Natchitoches, LA. Mrs. Sharon Gahagan, Board Chair, called the meeting to order.

**ROLL CALL**

**Present Absent**

Rep. Beryl Amedee Hollis Conway

Jimmy D. Berry Raphael Curtis

Tony Davis Jed Cain

Sharon T. Gahagan Amy Deslattes

Chanda Johnson Rep. Julie Emerson

Marian Johnson Ryan Jannise

Denise Karamales Anne Reese Johnson

Sen. Dan Morrish Dr. Kelli Joseph

Jimmy D. Long Jr. Paul W. Rainwater

Mike McGrath

Martha T. Smiley **Guests**

Jamie G. Smith John Allen, LSMSA

Dr. Larry Tremblay Dr. Kristi Key, LSMSA

Dr. Steve Horton (serving as secretary) Emily Shumate, LSMSA

Angela Robinson, LSMSA Foundation

William Heitman, President, SGO

**WELCOME AND INTRODUCTIONS**

Mrs. Gahagan welcomed members and guests to the quarterly Board meeting. She welcomed Will Heitman, SGO President.

**AGENDA ITEM 1: APPROVAL OF DECEMBER 3, 2018, BOARD MINUTES**

Mrs. Gahagan requested the Board’s review of December 3, 2018, Board minutes and requested any corrections or changes.

**Rep. Amedee moved to approve the Dec. 3, 2018, Board minutes. Mr. Davis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 2: CALL FOR PUBLIC COMMENT**

Mrs. Gahagan reported that she had no requests for public comment.

**NO ACTION REQUIRED**

**AGENDA ITEM 3: PROPOSED 2019-2020 SCHOOL CALENDAR**

Mrs. Shumate and Dr. Horton presented the proposed 2019-2020 calendar to the Board, noting that there were no significant changes from the past year. She added that the proposed calendar was vetted by representatives in each of the School’s divisions before finalizing. The calendar utilizes the maximum amount of teaching minutes available while allowing students to have as many home breaks as possible. Members reviewed the calendar and had no questions.

**Mr. Davis moved to approve the 2019-2020 School Calendar. Dr. Tremblay seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 4: SCHOOL ATTORNEY CONTRACT FOR 2019-2020**

Dr. Horton presented the school attorney contract for 2019-2020 for Hammonds, Sills, Adkins & Guice, LLP to serve the Board as counsel. All proposed fees and charges align with state mandates, and the contract reflects these amounts. Dr. Horton and Mrs. Gahagan both commended Mr. Sills and his firm for the tremendous support and immediate assistance they always provide to the School. Mr. Sills made himself available for any questions.

**Sen. Morrish moved to approve the school attorney contract for 2019-2020. Mr. Berry seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 5: PROPOSED CHANGES TO THE STUDENT HANDBOOK**

Mrs. Shumate presented suggested changes to the Student Handbook for 2019-2020. Changes focused on companion travel off-campus and specific times for driving in town.

Dr. Key offered her suggested changes for the academic services area, including impact of earning multiple D’s in a 9 week grading period, supervised study requirements for those on academic probation, and policies regarding earning dual-enrollment credit through Northwestern. Further, suggested changes included amendments to the policy regarding earning credit for coursework at Northwestern. She also added that students now will be able to schedule physical education courses as part of their minimum six-class course load. Both Mrs. Shumate and Dr. Key answered questions from Board members.

**Mr. Davis moved to approve the changes to the 2019-2020 Student Handbook. Mrs. Marian Johnson seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 6: EXECUTIVE DIRECTOR’S REPORT**

In respect for time, Dr. Horton focused his report on providing direction and answering questions about the Ground Breaking Ceremony that was scheduled immediately after the Board Meeting. Due to possibility of inclement weather, ceremonies would be held at 11 a.m. in Treen Auditorium. Lunch would be served following ceremonies in the Eagle Eatery. He shared Gov. Edwards’ regrets for not attending the ceremony due to conflicts in Baton Rouge and said that Gov. Edwards asked Sen. Luneau to make remarks on his behalf at the ceremonies.

Dr. Horton also provided updates to the timeline for construction and the bid opening meeting that he and Mr. Allen attended two weeks ago. He referred Board members to individual director reports for details about School accomplishments over the last quarter.

**NO ACTION REQUIRED**

**AGENDA ITEM 7: 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. He answered questions from the Board.

**NO ACTION REQUIRED**

**AGENDA ITEM 8: DIVISION REPORTS**

Mrs. Gahagan introduced each of the four members of the senior administration and asked them to share their divisions’ accomplishments for the quarter. Each referred Board members to his/her written reports, which included comprehensive information for the quarter and answered specific questions.

**NO ACTION REQUIRED**

**AGENDA ITEM 9: PROCESS FOR THE EVALUATION OF THE EXECUTIVE DIRECTOR**

Mrs. Gahagan said that the committee would meet in May to finalize the process for the year. Mrs. Gahagan added that faculty and staff would receive their evaluation component by early April and would have sufficient time to submit their evaluations to her (confidentially). All components (3) of the evaluation process would be utilized again this year (Board evaluation, faculty/staff evaluation, and Executive Director Self-evaluation). She named the following Board members to the Evaluation committee: Mr. Jannise (chair), Mr. Cain, Mr. Smith, Mrs. Smiley, Mr. Davis, and Mr. McGrath.

**Mr. Davis moved to approve the process for evaluation of the Executive Director and also the committee established. Mrs. Smiley seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 10: DATES FOR NEXT BOARD MEETING**

Mrs. Gahagan reminded Board members of the June 17, 2019, Board meeting date. An agenda and minutes from this meeting will come before that meeting.

**AGENDA ITEM 11: OTHER BUSINESS**

Mrs. Gahagan reminded members of the following School events:

* **Blue and Gold Week**, April 18-22
* **Senior Recognition Ceremony**, Friday, May 17, at 7 p.m. in Fredericks Fine Arts Auditorium
* **Commencement**, Saturday, May 18, at 2 p.m. in Prather Coliseum
* **Financial Disclosure for Board members** is due May 15.

**AGENDA ITEM 12: ADJOURNMENT**

**As there was no other business to come before the Board, Ms. Marian Johnson moved to adjourn. Mr. Davis seconded the motion; the motion passed unanimously. The Board adjourned at 9:50 a.m.**

RESPECTFULLY SUBMITTED,

C:\Users\SHorton\Desktop\Electronic Signature.jpg 

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

Secretary Chair