PRESENT: EXCUSED:

Mr. Buddy Boe Ms. Celeste Marshall

Mr. Troy J. Broussard Ms. Raquel Richmond

Ms. Anne Candies Ms. Sarah Usdin

Mr. Silas Cooper

Ms. Catherine Morrell

Councilmember Nadine Ramsey

Mr. Christian Rhodes

Ms. Madalyn Schenk

Ms. Beth Scioneaux

Mr. Gary Solomon

EX-OFFICIO:

Mr. Kyle Wedberg

COUNSEL:

Ms. Jaimme Collins

CALL TO ORDER

Board President, Ms. Madalyn Schenk, called the meeting to order at 5:03 p.m.

ROLL CALL

The roll was taken. There were ten of thirteen members present. Quorum was present.

APPROVAL OF MINUTES

Mr. Buddy Boe moved to approve the minutes of the June 13, 2017 meeting. Mr. Silas Cooper seconded the motion. All were in favor. Motion carried.

STUDENT PERFORMANCE

An award ceremony was held for Rashaud Brown, 12th Grade Academic Studio/Theatre Design, to receive his State of Louisiana High School Diploma, NOCCA High School Diploma, and NOCCA Arts Certificate.

Mr. Kyle Wedberg, NOCCA President/CEO, thanked the NOCCA Board of Directors for approving the Alternative Credit Track in January 2017, which made it possible for Rashaud to complete the requirements for graduation. Mr. Wedberg also thanked Dr. Richard Collins, NOCCA Director of Colleges and Advancement, Mr. Blake Coheley, NOCCA Director of Admissions, the NOCCA Academic Studio Team, and the NOCCA Theatre Design Team for supporting Rashaud throughout his NOCCA career. Mr. Wedberg thanked Ms. Lisa Leflore, Rashaud’s mother, for her dedication to her son, and acknowledged Rashaud’s grandmother, Cynthia Leflore, who passed away recently. Presentation of the certificates was made. Rashaud and his family made comments thanking NOCCA.

BOARD PRESIDENT UPDATE

Ms. Schenk introduced two new board members and expressed pleasure that, with the addition of these two new board members, all possible seats on the Board were now full.

Mr. Gary Solomon was a 2004 NOCCA graduate in Theatre Design. He owns a production company focused on events, has been a member of The NOCCA Institute Board of Directors for eight years, and has served as President of that Board for two years.

Mr. Christian Rhodes is a governmental relations lawyer practicing in Baton Rouge, LA and Washington, D.C. Mr. Rhodes expressed that he was proud to serve NOCCA, as he had a very special uncle who had been the head janitor at NOCCA for years.

Ms. Schenk stated that the NOCCA Board of Director’s Handbook, provided at this meeting, was a work in progress. Ms. Schenk expressed that more information would be added to the handbook and invited board members to make suggestions for additions throughout the year.

2017-2018 Budget Update

Ms. Lotte Delaney, NOCCA CFO, stated that comparing FY17 Revenue vs. FY18 Revenue, which included the General Fund, MFP, and the Education Excellence Fund, revealed a $61,700.00 deficit from FY17 to FY18.

Ms. Delaney also shared the FY 2017-18 Budget vs. Actual Expenditures as of July 31, 2017. Ms. Delaney stated that NOCCA has seventy-seven regular salaried positions, which is consistent with the previous year.

Ms. Delaney shared that NOCCA, so far, has not been included in potential cuts.

BYLAWS

Mr. Buddy Boe, shared that the following technical, clarifying changes had been made in the NOCCA Board of Director’s Bylaws:

Section 2.3-Specific Duties:

Addition-“the hiring, evaluation, and retention of the president/CEO”

Section 2.5-Term:

Addition-“to serve no more than two full consecutive terms, or two plus the balance of a third if appointed to fill the balance of a previous members term, and until their replacement is duly qualified and seated on the Board.”

Section 4.3-Special Meetings:

President can call a special meeting. Removed requirement that seven members send in written request. Replaced “notification shall be sent by mail or wire” with “notification shall be sent by email”.

Section 4.6-Order of Business:

In Item 4 changed “Board committees” to “CEO and/or designee(s)”

In Item 5 changed “Standing and Special committees” to “Board committees”

Section 4.7-Open Meetings:

Changed “At least ten (10) days prior” to “At least five (5) days prior” to each regular meeting, the President shall forward a tentative agenda for the meeting. The entire calendar of meetings is in the Board Handbook.

Section 5.2-Personnel Committee

Added to the Personnel Committee’s responsibilities “The Personnel Committee will also lead the hiring process for a new President/CEO. There may be a Special Committee established to give support and feedback for this work, but the Personnel/Hiring Committee will constitute the core representation and recommendation committee to the Board”.

Added Finance Committee (to be renumbered as Section 5.2):

“There shall be a Finance Committee consisting of the entire Board. The Finance Committee shall consider all financial matters. More specifically, it shall be responsible for working with the CEO to develop a budget for the operation of the Center. The President of the Board shall serve as the Chair of the Finance Committee.” This addition was not in the document presented to the Board initially and would need to be added.

Mr. Boe made a motion to approve the above changes to the Bylaws. Ms. Morrell seconded the motion. All were in favor. Motion carried.

CERTIFICATION OF TEACHERS

Mr. Wedberg reminded the Board that as a state agency it has the ability to certify teachers. All teachers on the NOCCA campus who have classes that are registered with other campuses, such as the Arts, go through the ancillary certification process because those grades are also potentially on sending school transcripts. For Academic Studio faculty, NOCCA has promulgated rules or criteria for certifying at masters and above. The faculty presented in the “Certification of Teachers” document, are eligible to teach at the college level. There are 17 instructors on the list, all Masters Level or above. Mr. Wedberg submitted this group of teachers to the Board to certify for the 2017-18 school year. Mr. Boe made a motion to certify this group. Mr. Troy J. Broussard seconded the motion. All were in favor. Motion carried.

NOCCA INSTITUTE UPDATE

Ms. Elizabeth McMillan, The NOCCA Institute (TNI) Director of Advancement, updated the Board. The Artist-in-Residence program is getting ready to kick off for the year. TNI received requests for $110,000 for Financial Aid from students for, primarily, Department Fees. Other requests were for private music lessons, the Dance trip, and Chicago Unified Auditions trip. Awards will be made around September 11. TNI will be funding some programs with Chevron support in response to the work of the Strategic Plan. Professional Development is funded through Chevron for the year. Two new staff members were added to TNI’s team. Sarah Stickney Murphy, Associate Director of Development, and John Robertson, Sales and Special Events Manager.

CEO REPORT

Mr. Wedberg described the Administrative Leadership Team (ALT) reorganization that was developed in response to the Strategic Planning process, his CEO Annual Review, and the Operations Review of NOCCA. He described there were areas of strength and areas of challenge and opportunity that guided the reorganization. Two events influenced the reorganization as well. One administrative staff member resigned, and the decision was made that NOCCA was not ready to have a Chief Academic Officer, the position Dr. Richard Collins was hired last year to fill. Mr. Wedberg described Dr. Collins’ commitment to be a part of NOCCA and willingness to support the organization in a new role.

Mr. Blake Coheley, former Musical Theatre Chair, Dance De partment Chair, and, most recently, Director of Student Services, would now be Director of Admissions, reaching out to the community to share NOCCA and provide information to potential students and families. Mr. Coheley would continue to be responsible for some Student Services work and for providing support to the Social Worker.

Ms. Jennie Guidry, founding faculty member of the Academic Studio and the founding College Counselor, would now be Director of Protocol, supporting students through behavioral and conduct challenges. Ms. Guidry would be organizing elements of the Strategic Plan, including the Foundational Recommendations and would be managing student record reporting to the State Department.

Dr. Kit Nelson, current instructor and former Co-Chair of the Academic Studio, would teach during Semester 1 but leave the classroom in January and become the Director of Academic Studio.

Dr. Collins, former Chief Academic Officer, would now be Director of Colleges and Advancement. Dr. Collins would also continue to develop articulation agreements with institutions across the state and country. Dr. Collins also would represent NOCCA in work with TNI on an advancement model.

Mr. Wedberg introduced and reviewed the new Board Handbook. While reviewing, Mr. Wedberg pointed out the statistics regarding Staff Retention. Mr. Wedberg stated that 40% of NOCCA Faculty had been with NOCCA for over a decade, 20% had been with NOCCA between five and ten years, and that the 40% that were with NOCCA for under five years were representative of the newer programs, Academic Studio and Culinary Arts. Mr. Wedberg invited the Board to make recommendations for the inclusion of other documents to the handbook.

Mr. Wedberg shared his three annual goals that would be used at the end of the year for his evaluation. They included 1) Overseeing committees developed to address the Foundation Recommendations from the Strategic Plan, 2) Landing the new administrative reorganization, and 3) Committing more work at the State level.

Mr. Wedberg stated he would be working on the Interests and Opportunities Committee for the State of Louisiana to work on arts for all schools, as captured in the formula for ESSA (Every Student Succeeds Act). He also shared his nomination for the Louisiana State Arts Council and intention to serve.

Ms. Schenk explained to the Board that last year when the ESSA Formula was presented, art was missing. Ms. Schenk acknowledged Mr. Wedberg for his attention to that fact and his action that ensured that art was included in the ESSA Formula.

Mr. Boe made a motion to move into Executive Session. Ms. Anne Candies seconded the motion.

EXECUTIVE SESSION

The Board moved into Executive Session at 5:53 p.m. Mr. Boe made a motion to move out of Executive Session. Mr. Christian Rhodes seconded the motion. All were in favor. Executive Session ended at 6:33 p.m.

OTHER

Mr. Boe made a motion to amend the agenda to consider compensation for the President/CEO. Mr. Silas Cooper seconded the motion. All were in favor. Motion carried.

Mr. Boe made a motion to adopt the raise and compensation plan for the President/CEO that is the same as other NOCCA staff members’, which is 1% effective August 07, 2017 and an additional 1% awaiting the decision of the State of Louisiana. Ms. Candies seconded the motion.

Mr. Boe requested a formal schedule before next year’s budget is approved which would include a timeline for the completion of Faculty/Staff President/CEO Evaluations and Board President/CEO Evaluations as well as the date of the Board Agenda on which the President/CEO raise will be considered.

Mr. Boe requested a Personnel Committee be established in the near future to review Teacher Evaluations.

All were in favor. Motion carried.

Ms. Schenk requested to make the Board President/CEO Evaluation on Survey Monkey available to the Board. Mr. Boe requested to wait until after the Personnel Committee is able to meet, so that Faculty/Staff Evaluations were able to be reviewed prior to the Board completion of the evaluation. Ms. Candies will be Chair of the Personnel Committee. Ms. Candies called a Personnel Committee Meeting for Friday, August 25, 2017 at 11:30 a.m.

ADJOURN

Mr. Boe moved to adjourn the meeting. Ms. Candies seconded the motion. All were in favor. There being no further business, the meeting adjourned at 6:39 p.m.

Submitted by: Reviewed by: Attest:

Leigh Traylor Kyle Wedberg Madalyn Schenk

Recording Secretary Secretary to the Board President of the Board

Date Approved:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_