

Advocates for Science & Mathematics Education
Minutes of the Board of Directors Meeting
September 20, 2018; 4:30 p.m.

Present: Joan Coulter, Jennifer Fallon, Cathy Glaser, Jennifer Oliver-Goodwin, Jim Schnieders, Joe Caverly, Mary Zervigon, Elizabeth Landry, Kathy Parsons, Jeff Clayman

Absent: Joe Daschbach, Deborah Anderson

Staff: Monique Cola, Lillian Welsh, Claudia Kent

Foundation: Julie Bourgeois

Notice of the meeting was posted at the school and the agenda was posted on the school website in accordance with the open meetings law.

The meeting of the Board of Directors of the Advocates for Science & Mathematics Education was called to order by the chair, Jennifer Fallon, on Thursday, September, 2018 at 4:36pm.

The August 2018 Advocates Board meeting minutes were accepted as circulated

Principal's Report: (Monique)

- **90 Day Plan:** submitted with progress, status of tasks
- **Enrollment:** close to target of 500, at reached 12th grade target, current total = 490. Is Oct 1 cut-off new (Mary) we may want to consider rolling enrollment? Will be open again after Christmas to Feb 1. What are the factors for the students who left (Jennifer)? One was 17, wanted to go in to welding, Dr Cola put him in touch with Delgado HiSET contact. The other had been struggling, is over age and will be going to the NET.
- Everett Jones hired as Dual Enrollment/Internship Coordinator from Delgado, tasked with creating new partnerships. Goal is 100 internships. Mary: Mayor inquired about intern program
- **Student Highlights:** last year 304 industry certifications, 89 internships, won 2nd place in Shell Great Minds Showdown design contest \$1000 towards STEM program
- **Recent & Upcoming Events:**
 - STR discontinued, average daily attendance at 96.2%
 - Activities Bus for Robotics and Science Team
 - Senior Ring Presentation at 6 tonight
 - College and Career Fair Monday 9/24
 - Fall Intersession Activities 3-day bootcamp for EOC/LEAP2025 plus Saturday remediation in the Spring
 - ACT practice test
 - Science Fair November 14. Every student in the building will participate. Reached out to Foundation for judges.
- **Monthly Focus:** Perfect Attendance Campaign for the month of September (kicked off with pep rally)
- **Acceptable Use Form Vote:** Welsh summarized that policy is continuing, part of registration forms for families, agreement that students will use technology appropriately and school will filter content. Motion to adopt, move, second, no opposition, documents approved.

Financial Report: (Claudia)

- Balance Sheet – 8/31 balance \$1.75million. Ratio strong just due to point in time (paid down lots of payables). Loss of \$1886 currently.
- Accounts Receivable – Youthforce grant (\$13,914) over 91 days
- Budget vs. Actuals – Applications for Title 1 approved. Error in budget from after school program. \$15000 actual for after school buses, \$1000 was in original budget. Corrected and submitted. Difference should be made up by enrollment. First OPSB meeting: deferred revenue has been more conservative than they'd like so they're likely to disperse funds sooner, it's been a safety net for the school. Line items on pace except for front-end (beginning of year) items
- Finance Dashboard: adjusted balance \$1.7million, 3 months cash on hand

The Finance Report was received by the Board.

Report of the Chair: (Jennifer)

Jennifer preparing for retreat 9/20, sent out some materials for goal-setting which is first half of the day

Report from the Foundation: (Julie)

Received and committed \$129,500 (goal of \$400,000) plus submissions brings total out to about \$370,000. Another \$80,000 to be submitted. Working to expand and restore donorships. Capital Initiative goal \$1million, FSME Board Recruitment under way to have in place on board by October, Capital Outlay application submitted.

Committee Reports

- Mary on State Capital Outlay: \$3million left from pre-storm funding, now at Priority 5, next step ensuring that it's part of the Ways & Means submission to the Governor. Mayor sending Education Outreach envoy 19 October for tour, would like to meet with Wilson students.
- New Member (Shannon Fazande) Vote: (Jennifer)
Shannon Fazande was in Urban League cohort with Dr Cola and is an HR consultant. There are two more board vacancies. Fazande was nominated, move, seconded, vote was all in favor for Shannon Fazande new member

Other Business: none

With no other business to discuss, meeting adjourned at 5:42pm.

Respectfully submitted,
Lillian Welsh