

**Advocates for Science & Mathematics Education**  
**Minutes of the Board of Directors Meeting**  
**July 19, 2018**

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

Absent: Michelle Sanchez, Joe Daschbach

Staff: Michelle Brown, Monique Cola, Claudia Kent, Sarah Grainer

Foundation: Julie Bourgeois

Guests: Rosemary Szilagi, Christina Hull, Robert Morris (Uptown Messenger)

Notice of the meeting was posted at the school 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, July 19, 2018 at 4:32 pm.

The prior meeting's minutes were approved.

**Financial Report:** (Claudia)

- Still working on this year's budget. Budget will be presented to board on Thursday August 16.
  
- Balance Sheet – As of 6/30/18, Cash balance was \$1,626,476.
- Accounts Receivable – As of 6/30/18, \$181,402 in Account Receivables; 13% older than 91 days.
- Budget vs. Actuals – Preliminary end of year analysis states that in May we had a decrease in the local funding per student. Local per pupil funding distributed was \$40,722 less than budget.
- Financial Dashboard – Register balance at the end of June 2018 was \$1,639,403. Book cash balance as of 6/30/18, which includes current AR and AP, is \$1,661,534 representing approx. 3.6 months of cash on hand.

Claudia and the board discussed how finances have changed due to becoming our own LEA. Claudia reviewed variances in the budget, specifically regarding employee benefit participants and cost of materials and supplies. Claudia reviewed FY19 Budget Assumptions.

**The Finance Report was received by the Board.**

**School Director's Report:** (Dr. Monique Cola)

- Staffing: 13 new faculty members. 21% new faculty in Humanities, Sci/Math 46% new, CTE 50% new. Dr. Cola reported that we lost two faculty members because of retirement, one for TRSL change, some for uncertainty in the building. Dr. Brown shared that our math department is the largest it has ever been.

We are in the process of hiring an Internship & Dual Enrollment Coordinator.

- Sci High Achievement Update (Dr. Brown): LEAP 2025 results that have been reported are shared. The tests are more rigorous. Among open enrollment schools serving grades 9-12, we had the highest scores in the city. We are adopting a new math curriculum to reflect the increased rigor of the LEAP 2025 tests, which will be supported with a grant from NSNO. The Humanities department is focusing on increased text complexity.

- School Director's Report: Dr. Cola affirmed her optimism and vision for the school moving forward. She wants to support math and science programming specifically. She stated that this is her time to "learn and observe."

- Internship Showcase: The event will take place on July 26.

- People Progression Plan (Dr. Brown): Dr. Brown proposes two addendums to the People Progression Plan.

The first requested addition is as follows: adding statement that the valedictorian and salutatorian is determined by GPA weights determined by BESE, and that it includes all classes (except those taken at NOCCA). Students must be at Sci High both semesters of their senior year to be considered eligible for Valedictorian or Salutatorian. When determining these positions, we will calculate GPAs to the thousandth place but not beyond. This may result in having more than one Valedictorian or Salutatorian some years.

The second requested addition is as follows: outlining the situations in which students are encouraged to retake an entire course to recover credit or take an online credit recovery course, and outlining the situations in which a student would be unenrolled from a credit recovery course.

**The School Director Report was received by the Board.**

#### **Report of the Chair** (Jennifer Fallon)

- Jennifer attended OPSB Board Chairs meeting at Warren Easton last month, at which she heard presentation from Patrick Dobard on their strategic priorities. Jennifer will attend Board Leadership Academy lecture series.

- Now that we are own LEA, those of us that have been members of the Board as of the close of last fiscal year must complete an online ethics course.

- FSME Board and Advocates will have a joint meeting 8/8.

#### **Report from the Foundation** (Julie Bourgeois)

Julie reviewed Fundraising report:

- FSME increased individual funding base and corporate funding base.
- Surpassed goal.

- Total FY 17-18 giving will be between \$275,000 - \$290,000.
- Julie reviewed Fiscal Year 18-19 plans. Fundraising priorities include CTE, SPED, Internships and Enrichment.
- Fundraising goal will double in FY 18-19, with a goal of \$400,000.
- Goal of Capital Campaign is \$1,000,000.
- FSME is officially hiring April Okpo as Associate Director of Development.

**The Foundation Report was received by the Board.**

With no other business to discuss, meeting adjourned at 6:23 p.m.

Respectfully submitted,  
Sarah Grainer, Communications Manager for Sci High