

Minutes of the Board of Directors-Fannie C. Williams

April 16, 2020

The meeting was called to order at 5:18p.m. Directors present were Kelly Batiste, Principal and CEO, Gretchen Batiste, Brenda Watson, Brenda Minor, Donnyette Love, Duane Stelly, and Emily Roubion. Directors Al Edwards (joined at 5:30) and Shannon London (joined at 6:18p.m.)

Roll call was then taken. Immediately after the calling of the roll, a vote was called for the Mr. Stelly to approve the agenda as printed. Point of order was raised by Mr. LaPierre. He stated in keeping in line with the governance policies in place by the Orleans Parish School Board regarding the governance of board meetings for charter schools that any agenda item which called for a vote was supposed to be duly noted on the agenda and public comments needed to be requested. As such, he called for a motion to amend the agenda to reflect this particular point. Mrs. Roubion seconded the motion. The motion unanimously passed.

Mr. Stelly called for public comments on the agenda as amended; with none being offered, Mr. LaPierre again made a motion to approve the agenda as amended. Mrs. Minor seconded it. The motion passed unanimously.

Next, Mrs. Batiste gave the CEO's report. Highlights were as follows:

- That as of 3/13/20, there were 4 weeks left remaining to the academic school closure; pre-Covid 19.
- Governor's extension of quarantine order made on 4/15/20 to 5/15/20.

Discussion took place regarding this matter.

- Distance learning status.

Mrs. Batiste informed the board of some of the problems that Fannie C. Williams (The School) was running into i.e., poor attendance, lost communication w/ some parents, and low assignment turn in numbers. Mrs. Batiste further went on to state that since the mandatory closing of The School; that school administrators had given out 300 Chrome books to assist the students in attending class online as well as a means of completing their assignments. Additionally, she stated that another 75 was given out on 4/14/20. For her last discussion point, she stated that The School was working on setting up another distribution date.

- Orleans Parish School Board meeting

From this meeting, and with the Governor's previously extended quarantine order, she informed the board that OPSB was calling for an official last day of class on 5/15/20. And that the city-wide last day for the staff would be 5/22.

Mrs. Minor then asked how the school was tracking attendance. Mrs. Batiste response was that teachers were keeping track of attendance by the turned in student assignments. Additionally, she stated that attendance was also being tracked by whose keeping open lines of communication with The School, and other platforms i.e., dojo.

Mrs. Roubion then asked how often teachers had to track their kids. Mrs. Batiste responded by saying that she's requiring weekly contact and documenting the positive/negative responses that are submitted.

Mr. Stelly then asked how we are handling the pass/fail issue. Mrs. Batiste replied by saying that she's awaiting guidance. She further stated that she met with her leadership team and directed that the decision to pass/fail a student would be a local decision. She then stated that teachers could average work up to through the third quarter and also offer extra credit for assignments during the global Covid-19 pandemic/mandatory quarantine.

Mr. Edwards commented that one possible solution was to average work done. Mrs. Batiste replied that upon talking to her leadership team that it was suggested the everyone be promoted. Again, no final decision has been made yet. Mrs. Minor then commented that whatever the decision would be; that a robust remediation program would have to be undertaken by The School upon reopening.

Mrs. Roubion informed the board that for Jefferson Parish only, that Seniors would be on a pass/fail basis and for other classification; their final grade (pass/fail) would be based on their third quarter grade that the student got. Upon doing that, then their grades for all four quarters would be averaged out. Mrs. Roubion further went on to state that all fourth quarter grades would be wiped out. And that new fourth quarter grades would start 4/15/20.

Mrs. Minor commented that maybe we should approach this on a case-by-case basis and that The School should make sure they had a plan in place to address struggling students. She stated that we would need to be creative in dealing with this problem.

Mrs. Roubion then commented that the State would be putting something in place regarding remediation. Mrs. Debra Dean then joined the meeting at 5:44.

Mr. Stelly then asked how many kids fail historically. Mrs. Batiste responded that most kids are promoted. Mr. Stelly then went on to ask if most kids are coming back. To that, Mrs. Batiste replied yes. She further went on to state though that with respect to 8th graders; that 16 out of 54 are in danger of failing.

Facilities/staff conduct of operation deep clean

Mrs. Batiste stated that her staff is planning another one.

- Plan to do for online registration.

With nothing else to report, the Business Manager, Ms. Watson, gave her report. Highlights were as follows:

- MFP-Mrs. Watson stated that everything will remain the same. With regards to the money, she further stated that it's paid based on the previous cycle. Additionally, she stated that no adjustments would be made to the end of the year's numbers.
- Funds not received for 10/1 and 10/2 numbers.

Payments based on 540 kids.

- Financial statements

Mrs. Watson stated that March hasn't been completed yet and that the last one is for February. Regarding the Statement of Activities, she stated that revenue was \$4.3M and that expenses were \$3.9M and that Net Income was \$400k.

Regarding the Balance Sheet, sheet highlighted 1) cash of \$2.7M, 2) grants receivables of \$46k, 3) total assets of \$2.8M, 4) current liabilities of \$73 or \$76k, 5) reserves of \$2M, and 6) Net Assets of \$2.7M. She closed with stating that she might know what adjustments are going to be by next month.

Mr. Stelly asked is The School still paying for transportation. Mrs. Watson's reply was that The School had paid up to the last services rendered date. Mr. LaPierre then commented that contracts often had a force majeure clause; a clause which basically states that due to "any unforeseen Acts of God" that payments made under the contract would be excepted i.e., payment for services wouldn't be applicable. He further stated that the current Covid-19 situation would likely fall under this provision and that Mrs. Watson should review the contract for it.

Brief discussion regarding this followed and Mrs. Batiste and Mrs. Watson both stated that they would keep the board apprised if bills for payments coming after the mandatory quarantining, were received.

Mrs. Batiste then asked Mrs. Watson when she expected to have a budget information prepared so that she, along with the board, could address staff raises. Mrs. Watson replied that she would work to get that to her asap.

Mrs. Batiste then asked if this was the year for the mandatory 2% raise. Mrs. Watson responded by saying no it wasn't.

Mr. Stelly then asked about contractors. To that Mrs. Watson replied that our contract expenses up to date were as follows:

- \$20k/week for bus services.
- Food service depends on meals served. And that on average, The School receives about \$30k. She then stated that The School isn't getting paid for food services because no meals are being served. She further stated that The School generally make about \$10k over what's being served.
- Bus contracts are through May.

Mrs. Minor then expressed concern about being liable. Mr. LaPierre interjected and reiterated his comments regarding Covid-19 being a force majeure and that The School would likely be in a strong position if the bus service contractor sought to seek may for services (though non-rendered) post Covid-19 quarantining.

- Payroll Protection Paid Program

Ms. Watson stated that The School applied for this grant and that she hasn't heard anything yet regarding it. However, she stated that if awarded, if recipients could prove that 75% of proceeds went to payroll; then funds wouldn't have to be repaid.

With nothing else to report, Mrs. Batiste stated that given the by-laws, that in order to ensure that we meet the minimum quota of board meetings; that we would have to meet next month. As such, May's meeting was set for 5/14 at 5p.m.

With no further matters to discuss, Mrs. Minor motioned to adjourn the meeting. Mr. Edwards seconded. Motion passed unanimously and the meeting was adjourned at 6:21 p.m.