

**Innovators in Milestones, Inc.**  
**Milestone Academy**

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*3774 Gentilly Blvd., New Orleans, LA 70122 Phone: 504-894-0557 – Fax: 504-894-0235*

**BOARD OF TRUSTEES REGULAR MEETING MINUTES**  
**April 18, 2016 - CORRECTED**

**BOARD MEMBERS PRESENT**

- Maureen Joseph – President
- Charles Easterling – Treasurer
- Cherrilynne Washington Thomas
- Stacie Trepagnier

**BOARD MEMBERS ABSENT**

- Eban Walters – Vice-President
- Larry Irvin – Secretary

**VISITORS PRESENT**

- Ms. Savina Jasper – Principal
- Ms. Lakeisha Robichaux – Interim CEO
- Mr. Rodney Lilley – Business Manager
- Mr. Todd Vile – IT Services
- Ms. Jane Patton – Consultant (dashboards) Recovery School Dist.
- Gail George - Stenographer

**QUOROM**

A Quorum was not present at 6:12pm. The Regular meeting was called to order by President Maureen Joseph.

- Roll Call of Officers/Members
- Acknowledgement of Visitors

4/18/16

## CONSENT AGENDA

- Approval of Consent Agenda – Quorum reached at 6:22pm: Motion to approve amended Agenda was made by Cherrilyne Thomas and seconded by Charles Easterling. All in favor, none opposed; no abstentions; motion carried.
- **CEO Report – April 2016 - handout**

The major activities of the CEO office and School for the month of April, 2016 included of the following: Academic Dashboard, Marketing strategies, Public Relations, Recruitment, and Enrollment. Dashboard – Data Dashboard components: Academic, Truancy, Discipline, Attendance and Assessments; presentation by Jane Patton (Video presentation and handout). Dashboard is drafted to reflect data entered weekly in order to remain update and accurate. This is designed to reflect on student growth and progress attained over several time periods.

Marketing Update – Our new television commercial is in rotation and appearing on both Fox and Bounce TV Stations. Also on their Facebook pages. The feedback received has been very good. Billboard advertisement is active and will be free of charge until approx. June 2016.

  - Recruitment – School tour and Board overview with potential Board Member – April 7, 2016. Recruitment presentation to Jefferson Leadership Assoc. – April 12, 2016.
  - Enrollment 2016-2017: Total-Round 1 One App – 317 students. Current enrollment is 328.
  - Charter Day –CEO and President Joseph visited State Capitol and met with other legislators and charter school officials.
  - Events - Pep Rally and PTO Skate Night April 22, 2016  
iLeap/Leap Testing – April 25-29, 2016  
Testing Spring Fling – April 29, 2016  
Health Vendor Fair – May 14, 2016 (Aetna is sponsor)  
School Wide Field Trip – May 6<sup>th</sup> – Bayou Signet  
8<sup>th</sup> Grade Prom – May 20<sup>th</sup>  
Kindergarten Graduation – May 24<sup>th</sup>  
8<sup>th</sup> Grade Graduation – May 25<sup>th</sup>  
Faculty and Staff Crawfish Boil – May 26<sup>th</sup>
  - New School Uniforms were discussed; possible uniform gear for board members.

Quorum reached at 6:22pm. Noted in minutes.

Motion made to Amend Agenda by Cherrilyne W. Thomas; seconded by Charles Easterling.

### FINANCIAL REPORT – Budget Overview - Handout – Rodney Lilley

- Total Revenues: \$2,769,308
- Total Expenses - \$3,015,173
- Operating Income – \$ (245,864) - Loss
- Less Capital Outlay \$ 9,300
- Change in working capital \$ (255,164)
- Surplus Carry – forward: \$1,134,437
- Net Working Capital: \$ 879,273

### Review of Policies and Procedures Manual Draft (Rodney Lilley)

A general review of the proposed Accounting Policies and Procedures Manual; Board members were asked to critique specifics, as well as provide input for improvement.

### Principal Report – Handouts (April 4 – 11<sup>th</sup>)

- Professional Development – K-2<sup>nd</sup> grade – Creating/formulating questions that simulate the Fountas & Pinnell benchmark assessment.
- Writing Assessments -3<sup>rd</sup> -4<sup>th</sup> Grade –ELA and Social Studies Teachers.
- Statewide Test Prep – Review testing schedule, protocols and expectations; Set expectations for Test Spring Fling event on Friday, April 29<sup>th</sup>.
- Week of April 11<sup>th</sup> – Professional Development – All Grades: Reporting Child Abuse or Neglect/Mandated Reporters held by School Social Worker; Reviewed process to report child abuse or neglect.
- Benchmark Assessments: iLEAP/LEAP Testing (3<sup>rd</sup>-8<sup>th</sup> grades) April 25-29<sup>th</sup>
- Fountas and Pinnell EOY Testing (K-4<sup>th</sup> grade and SPED students) May 2-20<sup>th</sup>
- ANET 4 – (2<sup>nd</sup>-8<sup>th</sup> grade) May 3<sup>rd</sup>-6<sup>th</sup>
- Social Studies Statewide Testing (3<sup>rd</sup>-8<sup>th</sup> Grade) May 9<sup>th</sup>-13<sup>th</sup>

## ANNOUNCEMENTS

Charles Easterling reported on the recent Luncheon held with the Silverback Boys at Dooky Chase Restaurant on last week. Mr. Easterling commented on how impressive it was to see the young men conduct themselves very business-like and as “gentlemen”.

Ms. Lakeisha Robichaux reported there will be a “surprise” Appreciation Luncheon on Friday for Milestone Teachers and Staff. This luncheon is to express appreciation for hard work and dedication that the staff have shown to the students and administration.

Ms. Cherrilynn Thomas gave a reminder to Board: End of school year (June 30<sup>th</sup>) Town Hall Meeting will be held in July; per By-Laws the annual May Meeting – have executive session to discuss items and to hold officer elections.

Budget meeting will be held in August, 2016.

## Adjournment

Motion to convene was made by Charles Easterling and seconded by Cherrilynn Thomas.

There being no further business to discuss the meeting was adjourned at 8:26 pm.