

**Morris Jeff Community School (MJCS)  
Board of Directors Meeting**

**Monday, May 13, 2019 5:30 pm  
211 South Lopez St.  
Library (2<sup>nd</sup> floor)  
AGENDA**

**Members Present:** Shannon Williamson, Blaine LeCesne, Lisa Amoss, Brandy Smith, Bill Payne, Maria Newman Carerre, Dwight Barnes (arrived at 5:34pm), Leslie Lawrence

**Members Absent:** Missy Sparks, Keyana Scales

*The meeting was called to order at 5:30 pm.*

**I. Review and consideration for approval of Board meeting minutes**

Maria Newman Carerre moved to approve April minutes. Lisa Amoss Seconded. No discussion or public comment. Motion carries unanimously

**II. Morris Jeff Principal's Update**

We have completed Leap testing and are working on finishing the school year out. Patricia and Jared met with capital planning group from OPSB to discuss facilities. They are not talking about new construction but speaking about using existing property. They do not anticipate getting a lot of money for the properties they are looking to sell off. For us, we have to continue to find adequate space for the high school and the growing numbers in the elementary and middle school. The executive director of facilities was very attentive and took copious notes about our school needs. Lisa Amoss commented that it might be less expensive to have a non-OPSB building than to use an OPSB facility.

We are working on the HVAC control system at the Clark campus. When Firstline schools came in, there was no automated controls so they put it in a used system and it seems to be giving out. OPSB and Firstline are working to find a solution before we take the lease over July 1<sup>st</sup>.

We had our first ever athletic banquet and there was amazing attendance by athletes and their families. They introduced a new leadership award for athletes on each team that exemplify Morris Jeff values.

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There are constant activities through the end of the year. Please consult the calendar and join in when and where you can.

Collective bargaining is going well and an agreement should be reached by the May 30<sup>th</sup> deadline. Blaine commented that the process has been very positive and as congenial as this kind of process is.

### **III. Finance Committee Update and Approval of Statements**

The net income for April was \$270k. Jared has forecasted a lost of \$993 which is less than what we budgeted. Some of the invoices come in later so more expenses will come through, we just hadn't received them for this report. Lisa asked what that projected fund balance would be at the end of the fiscal year and Jared clarified that the projection fund balance would be \$1.3 million.

Brandy Smith moved to approve the May financial statements. Lisa Amoss seconded. No discussion or public comment. Motion carries unanimously.

### **IV. Approval of 2019-2020 Annual Budget**

We had the budget last Monday evening. The highlights of the 2019-2020 budget include:

- Revenue decreases with preK tuition and LA-4 funds. We are dropping our 5<sup>th</sup> preK section as it was a onetime negotiation "favor" to OPSB to meet an enrollment need.
- Restricted grants see a large decrease as we received significant onetime high school expansion that we won't receive again.
- Local and state MFP increase significantly because we have budget for an increase in students.
- Federally obligated grants are budgeted largely based on school enrollment. When the census is conducted in October and February we typically come in higher than is budgeted.
- We receive some high school related funds for specific things like career development and technical education. Jared has estimated a conservative estimate.
- Striving readers is a multiyear grant focused on literacy and professional development for next year.
- Overall you see a \$2.2 million increase in revenue.
- In staffing, most everything is increasing with a staff increase of 19 employees.
- One area is marked as decreased. We have corrected the budget to accurately reflect the expense we actually pay for worker's compensation.
- Decrease in contracted SPED services because we are moving some contracts to full or part time staff. So there may be variance if services continue to be contracted and don't move to the staff line.

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- Instructional support covers substitute teaching expenses and other training. There is a significant change as they have moved to a new contractor for substitute services.
- Facilities is a significant expense. We have been protected from the expenses in the Clark campus from sharing the building but we have to budget for taking those expenses on.
- There is a large decrease in transportation because we are in talks with another school to tier bus services and save funds.
- Our insurance is increasing based on the rate provided by OPSB and is tied to our student count.
- Food service was over budgeted this year so we have adjusted that down.
- Materials and expenses have very small increases related to student growth.
- This budget projects for \$317K shortfall. This is much lower than we initially thought but the directors met and to help with costs the high school is expanding quickly. Many of these estimates are conservative so we should be in a very good place.

Blaine commented that he wanted to commend Jared and the team for managing things well and achieving the savings.

Dwight asked about a decrease in the Operation and Maintenance category. Jared explained that the category was mostly internal maintenance for expenses when our staff goes to a hardware store and that most of the actual maintenance costs were in the large Repairs and Maintenance line. This decrease reflects actual costs.

Bill asked why staffing changes impact Medicaid billing. Jared indicated that in previous years the school tried getting Medicaid billed which is mostly based on documentation from service providers. Recently there was transition in the student support services office and the priorities shifted for a short period so new leadership could adjust. Now, the student support office is getting back to reviewing the Medicaid billing. This will be a large shift in the office and will take some time, but Morris Jeff already has a Medicaid billing code so part of the work for this is completed.

Brandy Smith moved to approve the 2019-2020 budget. Maria Newman Carerre seconded. No further discussion or public comment. Motion carries unanimously.

#### **V. Approval of 2019-2020 Board Officers**

The Governance committee met and has proposed the following slate of officers:

Blaine LeCesne- President

Shannon Williamson- Secretary

Lisa Amoss- Interim Treasurer

Maria Newman Carerre-Vice President

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Lisa commented that she is actively recruiting for treasurer and hopes to pass the baton to the newly recruited member.

Leslie Lawrence moved to approve the slate of officers as presented by the governance committee. Bill Payne seconded. No further discussion or public comment. Motion carries unanimously.

#### **VI. Board Member Term Renewals**

Blaine LeCesne moved to renew the terms of Maria Newman Career, Lisa Amoss, and Bill Payne. Brandy Smith seconded. No further discussion or public comment. Motion carries unanimously.

#### **VII. Give NOLA Day Wrap-up**

Give Nola day was very successful. We did \$14.5K in total. The most exciting is that we nearly doubled our number of donors. We had some individual fundraising pages that were successful.

Shannon asked if we have the capacity to create fundraising pages by department so families could support the activities that their children participate in. Julie mentioned that we are looking at that next year we have plans to improve our process and incorporating faculty while being mindful of Leap Testing commitment. She is also taking feedback back to the greater New Orleans foundation to improve the process.

We are looking at another fundraising event around Morris Jeff's Birthday. We are also in the midst of gala planning.

#### **VIII. Open Public Comment Period**

Lisa Amoss thanked Brandy Smith for her board service of 6 years. Brandy commented that she really learned so much from Jared and Patricia and she has enjoyed the opportunity to serve.

#### **IX. Adjourn**

*The meeting adjourned at 6:40pm*

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