

2733 Esplanade Ave.  
New Orleans, LA 70119  
(504) 434-0521

## Board Meeting Minutes

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### Date and Time

Wednesday January 30 at 6:00 PM CDT  
2733 Esplanade Ave. – PD Room, 2<sup>nd</sup> floor New Orleans, LA 70119

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**Present:** D’Juan Hernandez, Scott Champagne, Brooke Wyatt, Peter Jones, Dan Waldman Mark Heck, Dante Green

**Absent:** Adrienne Celestine

**Guests:** Myrialis King, Kevin Cox, Jermaine Smith

### I. OPENING ITEMS

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve October 24 and November 10 Meeting Minutes

Dante made motion to approve, Scott Champagne seconded. Unanimous approval.

### II. ACADEMIC EXCELLENCE

#### A. Update

The committee did not meet in the interim; there is an upcoming standardized test and they will reconvene after. At that time the dashboard will be updated (this update should be expected on a quarterly basis).

### III. GOVERNANCE

#### A. Updates

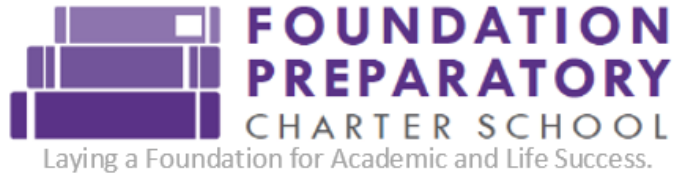
The governance committee met during the interim and updated the current board recruitment plan, to be implemented after the next board meeting. This new system includes implementing an application and formal onboarding process familiarizing candidates with the mission and vision. The committee recommended that each current board member identify two potential board prospects. The top three career priorities for board recruitment are law, marketing and development.

### V. DEVELOPMENT

#### A. Updates

The development committee met in the interim period and made significant updates to the development plan for the next trimester. The committee presented a detailed list of organizations it plans to apply for funding from. Currently they have secured \$35,000 in award dollars with an additional \$350,000 under review. The committee requested board members identify two potential opportunities for networking or funding opportunities ahead of the meeting and share those prospects with the development committee. The board also discussed the potential of requesting a minimum contribution be met by each member yearly. The Committee will continue

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to discuss this and present a plan at the next board meeting.

#### **VI. FACILITIES**

- A. Siting of the school at Nelson – Officially sited at Nelson. We will not gain entry until July 1<sup>st</sup>. Myryalis King will work with Mark Heck to review the end of lease at McDonogh site.

#### **VII. FINANCE**

- A. November and December financial results were presented by Scott Champagne. We received \$2,900 gift from Cypress Academy. The report has been updated with PD and Curriculum purchases that are now more accurately represented. The committee has started working through the budget process for next year – they are still waiting to receive historical costs from Nelson to produce the most accurate projections. The first review of the budget will be at the February Finance meeting and will be brought to the Board in April with the hope to vote as a board by May. The final budget is due in June. Myryalis King shared that Foundation Prep received a letter of good standing from OPSB – this is our first time receiving this type of review.

#### **VIII. HEAD OF SCHOOL REPORT**

- A. Updates  
Two teachers will be traveling to North Carolina for professional development around providing the best care and services to high level SPED students. We were able to secure two tutors twice a week that will be moving with us to Nelson. January marked the start of teacher recruitment from Cypress and requesting references from families. Mid-year reviews were also performed with FP teachers; 2 will be leaving us at the end of this schoolyear. Offer letters will go out in February. MAP & STEP testing started last week and finished this week. The school will be celebrating the Vietnamese New Year (Tet), The Lincoln Center Visiting Concert as well as the 100<sup>th</sup> day of school. ELP Testing starts in February. FP has been hosting play dates with Cypress families to begin familiarizing everyone. The landing page on the website now includes a link for Cypress families to access transition specific information, encouraging open, transparent communication.

#### **VIII. CLOSING ITEMS**

- A. Adjourn Meeting  
Dante made a motion to adjourn meeting, Mark Heck seconded. Unanimous approval. Meeting adjourned at 7:11 pm

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