

State of Louisiana

MINUTES

THE EXECUTIVE COMMITTEE of the BOARD OF DIRECTORS

JIMMY D. LONG SR. LOUISIANA SCHOOL FOR MATH, SCIENCE, AND THE ARTS

Tuesday, July 27, 2021

The Executive Committee of the Board of Directors of the Louisiana School for Math, Science, and the Arts met on July 27, 2021, in the Jimmy D. Long Sr. Board Room, LSMSA, in Natchitoches, LA. Ms. Sharon Gahagan, Board Chair, called the meeting to order at 1:00 p.m. Ms. Anne Dejoie-Lucas recorded the minutes. Ms. Gahagan welcomed members and guests to the Committee meeting.

Roll was called, and a Quorum was established.

ROLL CALL

Members Present:

- Mrs. Sharon Gahagan, Chair
- Dr. Vickie Gentry, Vice Chair
- Dr. Jason Anderson
- Mr. Jared Dunahoe
- Dr. Art Williams, Special Advisor to the Committee
- Dr. Steve Horton, LSMSA Exec. Director, Board Secretary

Guests Present:

- Mr. John Allen, LSMSA Chief of Staff
- Ms. Emily Shumate, Enrollment & Student Services Director
- Dr. Kristy Key, Academic Services Director
- Ms. Ali Landry, LSMSA Foundation Exec. Director

AGENDA ITEM 1: CALL FOR PUBLIC COMMENT

Ms. Gahagan reported that she had no requests for public comment.

AGENDA ITEM 2: THE APPROVAL OF THE FACULTY/STAFF REIMBURSEMENTS FROM LSMSA FOUNDATION FUNDS

Previously, LSMSA's Foundation would reimburse LSMSA employees for expenses incurred for specific purposes, including, but not limited to, EXCEL program, professional development, and more. However, the attorney for the Foundation and the attorney for the School agree that supplemental compensation of employee expenses by the Foundation is a gray area and could present a compromising situation with a violation of law. In further research, it was discovered that the Memorandum of Understanding that exists between the Board of the School and the Foundation states that no checks are to be written to any employee for any reason, which means that both entities have, on occasion, been in violation of the

Foundation's and the School's MOU, as the Foundation has sometimes reimbursed employees directly from its Brown Fund, EXCEL fund, and other funds set aside for similar purposes. LSMSA requests Board approval of compensation from LSMSA Foundation Funds of expenses for four faculty/staff members who incurred expenses during the 2021 spring and summer semesters.

The attorneys together created a resolution to address any concerns that may come from a legislative audit regarding reimbursement of expenses. The Resolution allows for Dr. Horton, as LSMSA's Executive Director, to authorize the payment of reimbursable expenses, pending available funds from the Foundation; this request addresses matters under **AGENDA ITEM #3: DISCUSSION AND APPROVAL OF PROTOCOLS FOR FACULTY/STAFF REIMBURSEMENTS FROM LSMSA FOUNDATION FUNDS FROM JULY 27, 2021 UNTIL SEPTEMBER 20, 2021 BOARD OF DIRECTORS MEETING.**

Discussion ensued regarding the current process and what would change. Dr. Horton explained the approval process undergoes changes while the payment process remains the same. Under the current MOU, the Board of the School must approve every expenditure. LSMSA is asking the Board at this time to approve the reimbursement for the faculty/staff members in question (Agenda Item 2) and also approve the Resolution to allow Dr. Horton, as Executive Director, to make these approvals for payment in the future, which would then be ratified by the Board of the School at its quarterly meetings (Agenda Item 3).

Upon motion duly made by Mr. Dunahoe, seconded by Dr. Anderson, and unanimously passed, the Executive Committee approved four faculty/staff reimbursements from LSMSA Foundation Funds, and also approved the recommended protocol for future approvals to give Dr. Horton authority to approve such reimbursements from LSMSA Foundation Funds that would be ratified by the Board at each quarterly meeting.

[Let the minutes reflect that Dr. Jason Anderson abstained from voting.]

AGENDA ITEM #3: DISCUSSION AND APPROVAL OF PROTOCOLS FOR FACULTY/STAFF REIMBURSEMENTS FROM LSMSA FOUNDATION FUNDS FROM JULY 27, 2021 UNTIL SEPTEMBER 20, 2021 BOARD OF DIRECTORS MEETING.

This item was discussed and combined in the motion/vote for Agenda Item 2.

AGENDA ITEM 4: OTHER BUSINESS

Dr. Horton reiterated that LSMSA is opening as scheduled in August. All faculty and staff will return, and all students will return. There is no plan at this time to return to virtual learning platforms. Masks must be worn indoors, social distancing will be practiced, and vaccinations continue to be encouraged for faculty, staff and students. Students sharing a suite in the LLC will be viewed as a "family unit" and may practice good judgement of mask use within their suites, but must still adhere to mask mandates in classrooms, required gatherings and common areas within the LLC.

No faculty/staff member/student is permitted to ask others about their vaccination status or engage in conversation that attempts to regulate or persuade matters that could be deemed private or protected by HIIPA laws. Should positive cases begin to increase at LSMSA, the School will follow the same protocols and procedures used for flu outbreaks, lice outbreaks, and the like.

Discussion continued regarding how students would be quarantined, when they would be sent home, how the LSMSA community would receive notification for contact tracing, and what means are in place for campus-wide notification via the website. Also discussed was the ability to access immediate health care through our agreement with Natchitoches Regional Medical Center.

AGENDA ITEM 5: DATE OF NEXT BOARD MEETING

The next Board meeting is scheduled for September 20 in the Boardroom.

Dr. Horton offered one last comment to inform the Committee that pursuant to discussion from the June Board meeting, John Allen met with the business office and recommend ways to re-route some funds in order to give the 3% COLA to faculty and staff, as well as the Governor's \$800 increase to faculty. Contracts were released prior to this meeting.

There being no further discussion:

Upon motion duly made by Dr. Williams, seconded by Dr. Gentry, and unanimously passed, the meeting was adjourned at 1:40 p.m.

RESPECTFULLY SUBMITTED,



Steven G. Horton, PhD.
Secretary



Sharon T. Gahagan, EdS.
Chair