

**State of Louisiana**  
**BOARD OF DIRECTORS MEETING**  
**LOUISIANA SCHOOL FOR MATH, SCIENCE, AND THE ARTS**  
**September 26, 2016**

The Board of Directors of the Louisiana School for Math, Science, and the Arts met on September 26, 2016, at 9:30 a.m. in the Jimmy D. Long Boardroom, LSMSA, in Natchitoches, LA. Mrs. Sharon Gahagan, Board Chair, called the meeting to order.

**ROLL CALL**

**Present**

Ms. Kristina Bradford  
Mr. Jed Cain  
Mr. Hollis Conway  
Ms. Amy Deslattes  
Mrs. Sharon Gahagan, Chair  
Ms. Dianne Gauthier  
Mr. Ryan Jannise  
Ms. Suzy Johnson  
Mr. Gene Katsanis  
Mr. Jimmy Long Jr.  
Mr. Mike McGrath  
Senator Dan Morrish  
Mr. Jamie Smith  
Dr. Larry Tremblay  
Dr. Steve Horton (Executive Director, serving as secretary)

**Absent**

Dr. Vickie Gentry, Vice Chair  
Mr. Tony Davis  
Mr. Brian LeJeune  
Mr. Paul Rainwater  
Mrs. Martha T. Smiley  
Mr. Lovan Thomas  
Senator Mike Walsworth  
Ms. Jamie Wong

**Guests**

Mr. Ken Sills, school attorney  
Mr. Bill New, President, LSMSA Foundation

**WELCOME AND INTRODUCTIONS**

Mrs. Gahagan welcomed Senator Morrish and Mr. Smith and thanked them for their dedication to the school.

Mrs. Gahagan asked everyone to remember Jimmy Long Sr.'s family in their thoughts. He will forever be known as the "Father of LSMSA," and his legacy will continue with his son, Jimmy Jr. serving on the current Board of Directors. Mr. Long thanked the board for their kind considerations to his family, especially his mother.

Mrs. Gahagan directed board members to the new Board handbooks that include all relevant meeting information, support materials, minutes, and handbooks. Dr. Horton said that the Faculty Handbook component would be added once it was updated and approved by the school attorney. An online version will be available to members at the December meeting.

**AGENDA ITEM 1: Approval of June 13, 2016 Board Minutes**

Mrs. Gahagan requested the board's review of June 13, 2016, board minutes and requested any corrections or changes. She then asked for a motion.

**Ms. Johnson moved to approve the June 13, 2016, Board Minutes (Item 1). Dr. Tremblay seconded the motion, and the motion passed unanimously.**

**AGENDA ITEM 2: Call for Public Comment on Items Requiring Board Action**

A call for public comment was made by Mrs. Gahagan. No requests for public comment were submitted.

**AGENDA ITEM 3: Appointment of Executive Committee of the Board of Directors**

Mrs. Gahagan reviewed the School's Bylaws (Article A, Part 2, Section a, b) regarding the charge of the Board of Directors being one of policy-making and not one of involvement in the day-to-day activities of the school, its administration, faculty, staff, and students. Additionally, she reviewed the Bylaws that allow for an Executive Committee to be formed for the purpose of decisions requiring immediate attention during the periods between quarterly board members. She named Mr. McGrath, Mr. Cain, and Mr. Davis. Mrs. Gahagan, as chair of the Board, and Dr. Gentry as vice-chair of the Board, are members of the executive committee. Dr. Horton, as executive director, serves as secretary to this committee (non-voting ex-officio member). As these meetings also fall within the rules and regulations governing state Open Meetings Law, notifications of said meetings are mandatory.

**Mr. Janise moved to approve the Executive Committee formation and membership as presented. Ms. Johnson seconded the motion, and the motion passed unanimously.**

**AGENDA ITEM 4: Introduction of New Faculty and Staff for the 2016-2017 school year**

Dr. Kristi Key (Director of Academic Services), Emily Shumate (Director of Student Services), John Allen (Chief of Staff), and John Birch (Director of Enrollment Services) and Dr. Horton introduced their new faculty/staff members to the Board. They include:

- Josh Chambers                      Creative and Performing Arts Faculty; Part-time Visual Arts Faculty
- Karn Richoux                        Creative and Performing Arts Faculty (Theatre/Dance); Shared appointment with Northwestern State
- Dr. Mario Escobar                  Sciences Faculty (Physics)
- Dr. Pablo Molina                    Humanities Faculty (Language)
- Melissa Hardaway                 Educational Technology Manager
- Victoria Lloyd                        Student Life Advisor, Caddo Hall
- Michelle Treadway                 Student Life Advisor, Caddo Hall
- Jeni Stephens                        Part-time Administrative Assistant, Enrollment Services
- Shirley Dobson                      Administrative Assistant, Office of the Executive Director

**AGENDA ITEM 5: Approval of FASTrack Application Program and Fee Waivers for Those Affected by the Flooding**

Dr. Horton introduced this application program to the Board as a method of recruiting/admitting students who were affected by the floods in South Louisiana in mid-August. Many were permanently displaced and were allowed by the Executive Committee to complete the admission process utilizing the same protocol as was implemented during hurricanes Katrina and Rita. LSMSA faculty and staff were very supportive, according to Dr. Horton. Eighteen students were admitted for the academic year in all three classes (approximately two weeks after the semester began); to date, 15 remain and have completely integrated into the LSMSA family. Mr. McGrath commended the faculty on their dedication to "catching up" those new admits so quickly and supportively. Dr. Horton thanked Ms. Bradford for assisting the school in obtaining data from the DOE necessary to fully admit these students. Additionally, Dr. Horton said that the Executive Committee authorized full fee waivers for those incoming FASTrack students. Dr. Horton added that all of these admits exceeded minimum criteria for admission.

**Mr. Jannise moved to approve the FASTrack program application/admission process as well as the full fee-waiver for those students. Ms. Johnson seconded the motion, and the motion passed unanimously.**



**AGENDA ITEM 6: Approval of Proposed Funding Formula for FY17**

Mr. Allen provided members with a FY17 current budget update.

- Faculty promotions were funded
- \$119k in major repairs (applied to roof) have been slated and funds encumbered. FEMA/ORM denied these same roof repairs, claiming they were prior damages.
- Carpet replacement is slated for the first floor and enrollment services office. The last replacement was over 23 years ago, and the current installation is now presenting liability challenges.
- The current budget funded textbooks and education supplies for the academic year.

Mr. Allen provided an overview of the FY18 Funding Formula: According to Mr. Allen, this is a statutory requirement. The school uses the average funding of its sister schools and is achieved incrementally. Total MOF for current year was reviewed (SGF, IAT, Stat Det, SGR, Federal). SGF is a direct appropriation; the rest is authority. There are four essential components: 1. Enrollment (Aug 15, Oct. 1, Feb 1 counts), 2. MPF, 3. National average, 4. SGF. The Feb. 1 count is projected to be 304 (10% attrition from 338) which dictates FY18 funding.

- By Aug 15, 2017, 350 students are projected (360 projected by 2018)
- MFP: Level 4 (state and local calculations); average is \$9,100 per student—equating to \$2.7 million
- 5 year national average was based on Arkansas, Alabama, and Maine only. LSMSA average is ~\$23m; national average is ~\$27m. Using this multi-year achievement approach, the school is currently at 86%. FY18 will be 92%.

**The Formula**

- 304 students X \$27k = \$8.3 million for SGF; 304 X \$9,100 = \$2.7m for MFP.
- Subtract \$2.7m from the \$8.3m to get \$5.4m for SGF.
- Since the above amount is very high, the school opted to use the multi-year achievement of 92%, thus \$5.1m.
- Need to educate/feed 350 students in August 2017, so the school will ask for an increase of \$729k.
- Add that to the \$5.1m to get \$5.8 million, an 11% increase over current year. This is a minimum request. In the request, the school may need to request additional one-time funds to cover various projects.

**Mr. Jannise moved to approve the proposed funding formula for FY17. Dr. Katsanis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 7: Report on EXCEL program**

Ms. Jennifer Mangum left the meeting so that she could teach her class. Her presentation was post postponed to the December meeting.

**AGENDA ITEM 8: Report on Revised Strategic Plan Submitted to the State**

Mr. Allen and Dr. Horton introduced a revision of the existing strategic plan implemented by Derek Little during his term as Director of Finance at LSMSA. A revision of the plan was due July 1, but LSMSA was granted an extension since the search for a new executive director was in process. Members were directed to the revised plan for 2018-2022 in their Board Manual. The revised plan is available on the school's web site as required by statute. Mr. Allen and Dr. Horton responded to questions asked by board members.

**NO ACTION REQUIRED**

(myLSMSA) has reshaped the school's efforts across the school. Faculty and staff have supported the training process and have totally implemented the program in their classroom.

**NO ACTION REQUIRED**

**AGENDA ITEM 15: Report from Student Services**

Ms. Shumate also highlighted current activities from her area. Erin King recently moved from the Executive Director's Office to the Student Services division as a professional counselor (bringing the number of FT professional counselors for the school to two). Residential staff completed in-depth in-services prior to the semester. Volleyball season is in season, and several students are actively involved in LSMSA athletics and intramural programs, while some are participating in LHSAA athletic programs at Natchitoches Central and St. Mary's high schools. Staff continue to work to improve and enhance the Expanded Orientation program in addition to a full student activities program. Several organizations are involved in community service initiatives.

**NO ACTION REQUIRED**

**AGENDA ITEM 16: Report from LSMSA Foundation**

Bill New, president of the LSMSA Foundation, presented Katja Thomakos' report in her absence. The Foundation has supported many LSMSA initiatives, but most importantly spearheaded the Blackbaud transition with an expense of \$55,000. Blackbaud drives the entire school; however, the Foundation does benefit through its alumni/donor tracking systems. He noted that alumni raised over \$45,000 in financial support to help flood victims at the school; to date over \$15,000 has been expended to students to aid in their transitions from the devastation.

As of August 31, 2016, funds raised exceeded \$53,000. Total assets were approximately \$1.14 million.

The Foundation staff will be "on the road" several times this year to meet alumni and supporters of the school throughout the country. Also, they attended a joint meeting of sister institutions in North Carolina.

Dr. Horton commended Mr. New's board but also the Alumni Association and Parents' Association boards for always supporting LSMSA in any way possible. Plans for the future include an enhanced/refocused Junior Ring Ceremony.

**NO ACTION REQUIRED**

**AGENDA ITEM 17: Other Business**

Mrs. Gahagan asked the board members to remember:


- Mrs. Rose Long as she continued her journey toward recovery
- Mrs. Dot Long as she copes with the loss of Mr. Long
- ETHICS TRAINING for all Board members is required by the state. Mrs. Dobson will provide more information as it becomes available. <https://eap.ethics.la.gov/EthicsTraining/login.aspx>
- FINANCIAL DISCLOSURE STATEMENTS for all Board members are also required by the state and are due annually on May 15. Mrs. Dobson will provide printed copies at the March meeting.

Mr. Smith inquired regarding the addition of Board of Directors seats, specifically a representative of the LSMSA Foundation. Mr. Sills stated that legislation pertaining to the establishment of the school would need to be amended. Mrs. Gahagan indicated that discussion about the feasibility of such an addition could be considered.

The next meeting of the Board of Directors will be held on Monday, Dec. 5, at 9:30 a.m. in the Long Boardroom.

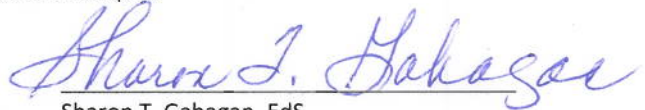
**AGENDA ITEM 18: Adjournment**

As there was no other business to come before the board, **Ms. Johnson moved to adjourn. Mr. Conway seconded the motion, which was passed unanimously.** The board adjourned at 12:01 p.m.



---

Steven G. Horton, PhD  
Secretary



---

Sharon T. Gahagan, EdS  
Chair