**State of Louisiana**

**MINUTES**

**BOARD OF DIRECTORS MEETING**

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

**September 16, 2019**

The Board of Directors of the Louisiana School for Math, Science, and the Arts met on September 16, 2019, 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 Absent**

Dr. Jason Anderson Rep. Beryl Amedee

Jimmy Berry Hollis Conway

Jed Cain Raphiel Curtis

Tony Davis Rep. Julie Emerson

Sharon Gahagan Ryan Jannise

Chanda Johnson Anne Johnson

Jimmy Long Jr. Marian Johnson

Dr. Kimberly McAlister Dr. Kelli Joseph

Martha Kay Smiley Denise Karamales

Jamie Smith Sen. Beth Mizell

Dr. Larry Tremblay Sen. Dan Morrish

Paul Rainwater

Richard Strong

**Guests**

John Allen, LSMSA

Dr. Kristi Key, LSMSA

Emily Shumate, LSMSA

Angela Robinson, LSMSA Foundation

Melissa Hardaway, LSMSA

Cayla Garrett, SGO

Brayden Kimbrough, SGO

Sara Mixon, SGO

**WELCOME AND INTRODUCTIONS**

Mrs. Gahagan welcomed members and guests to the quarterly Board meeting.

**AGENDA ITEM 1: APPROVAL OF JUNE 17, 2019, BOARD MINUTES**

Mrs. Gahagan requested the Board’s review of June 17, 2019, Board minutes and requested any additions or corrections.

**Mr. Davis moved to approve the June 17, 2019, Board minutes. Mr. Berry seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 2: CALL FOR PUBLIC COMMENT**

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

**NO ACTION REQUIRED**

**AGENDA ITEM 3: INTRODUCTION OF NEW BOARD, NEW FACULTY AND STAFF, AND SGO OFFICERS**

Dr. Horton, Mr. Allen, Ms. Shumate, Dr. Key, and Ms. Robinson introduced new members of the faculty and staff from their respective areas. Dr. Karen Stirrett, the new faculty member in chemistry, was credentialed by the Board in June. Mrs. Gahagan introduced the 2019-2020 SGO officers as well.

**NO ACTION REQUIRED**

**AGENDA ITEM 4: EXECUTIVE DIRECTOR’S REPORT**

Dr. Horton updated the Board on the School’s summer activities, including Summer@, EXCEL, traditional Summer School, and STEMrichment programming. Each of these programs had significant accomplishments and excellent retention numbers.

Dr. Horton briefed the Board on the outcome of the 2020 legislative session in terms of the School’s budget. Enrollment statistics for the incoming cohort continue to be exceptional as are retention numbers for the returning classes. He updated the Board on new course offerings as well as a few unique programs/services being offered this year.

Dr. Horton also introduced a project being proposed by the School that potentially would be funded by the LSMSA Foundation through their fundraising initiatives. The LSMSA Innovation Center would combine the concepts of a builders’ space and a makers’ space and would provide instructional space for programs across the disciplines. He shared architectural renderings of the facility, which would replace the existing kitchen/dressing rooms behind the gymnasium. The design would complement the existing structures surrounding it, and it is the School’s intention to also utilize this facility as a way to encourage wellness opportunities for students where they are using their hands and minds for activities outside of the traditional classroom.

Dr. Horton also updated the Board on the progress of the residence hall and offered to escort Board members to the worksite after the meeting for a closer view.

A lengthy discussion ensued regarding health service offerings at LSMSA, especially in light of the growing physical and mental support needs of the student body. Mr. Davis said he would work with Dr. Horton to establish some connections with the Natchitoches Outpatient Care Center over the next weeks as an option to address the School’s needs.

**NO ACTION REQUIRED**

**AGENDA ITEM 5: APPROVAL OF PROPOSED FUNDING FORMULA FOR FY21**

Mr. Allen presented the School’s Proposed Funding Formula for FY21, which is required per legislative statute. He considered two means of financing: The State General Fund (SGF) and the Minimum Foundation Program (MFP). Based on those sets of data and according to the funding formula, the School will request a base amount of $5,725,258 in SGF, and the base SGF appropriation request will be $5,468,250, with an additional $257,008 to sustain a 4.7% increase in enrollment.

**Dr. Tremblay moved to approve the Proposed Funding Formula for FY21. Mr. Davis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 6: APPROVAL OF BUDGET FOR FY20**

Mr. Allen presented the General Appropriation Bill (HB 105) of the Regular Session authorized by Gov. Edwards, which is now Act 10 of 2019, which includes a total means of financing of $9,465,815 for the fiscal year. The School has been operating under this budget, which was approved by Gov. Edwards, since July 1. He also presented a breakdown of this appropriation by budget categories and answered questions of the Board.

**Mr. Smith moved to approve the Budget for FY20. Ms. Smiley seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 7: APPROVAL OF EEF FUNDS FOR FY20 SCHOOL YEAR**

Mr. Allen requested Board approval for use of $230,000 in EEF funds to cover school expenses not covered by the General Appropriation Bill (additional IT Analyst position, summer school, IT upgrades, educational supplies, and professional development). This approval would allow the School to submit a request for approval of expenditures from the Department of Education and the legislative education committees. As of this meeting, the balance in the EEF fund is $748,331.

**Mr. Smith moved to approve the EEF Funds for FY20 School Year. Dr. Tremblay seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 8: APPROVAL OF INTELLECTUAL PROPERTY POLICY**

Dr. Horton presented a proposed policy regarding Intellectual Property Usage to the Board for approval. He said that this is a typical policy utilized by higher education institutions who have research expectations for their faculty. The policy mirrors that of the University of Louisiana System schools.

**Mr. Cain moved to approve the Intellectual Property Policy. Mr. Berry seconded the motion; the motion passed unanimously**

**AGENDA ITEM 9: APPROVAL OF STUDENT ACTIVITY FEE FOR FY20**

Ms. Shumate requested retroactive approval for Student Activity Fees for FY20. Though not statutorily required, the fees are collected from students based on their class schedules. Expenditures include those for which the state does not provide funding through the SGF or MFP. This fee is not subject to a waiver but is eligible for payment plans and support from the LSMSA Foundation.

**Ms. Smiley moved to approve the Student Activity Fee for FY20. Mr. Cain seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 10: APPROVAL OF FACULTY/STAFF HANDBOOK CHANGES**

This item was removed from the agenda at the request of Mr. Sills and Dr. Horton.

**NO ACTION REQUIRED**

**AGENDA ITEM 11: APPROVAL OF STUDENT HANDBOOK CHANGES**

Mrs. Shumate requested a Student Handbook addition that involves accommodations due to a physical or mental impairment. This policy complies with the requirements of Title II of the Americans with Disabilities Act.

**Mr. Smith moved to approve the Student Handbook changes. Mr. Davis seconded the motion; the motion passed unanimously.**

**AGENDA ITEM 12: REPORT FROM THE FACULTY**

Mrs. Gahagan introduced Dr. Jason Anderson, who is the newly elected Faculty Representative to the Board. He summarized faculty accomplishments over the quarter, including scholarly works, conferences attended and professional involvement. Mrs. Gahagan again thanked Mr. Mike McGrath for his dedication to the Board and faculty during his tenure as Faculty Representative.

**NO ACTION REQUIRED**

**AGENDA ITEM 13: DIVISION REPORTS**

Mrs. Gahagan introduced each of the four members of the senior administration and asked them to briefly share their divisions’ accomplishments for the quarter. Each referred Board members to his/her written reports, which included comprehensive information for the quarter and answered specific questions. Additionally, each member provided a synopsis of activity in their respective divisions.

**NO ACTION REQUIRED**

**AGENDA ITEM 14: OTHER BUSINESS**

The next Board meetings will be December 2, 2019 (now December 9 due to the Thanksgiving Holiday), March 16, 2020, and June 15, 2020.

**NO ACTION REQUIRED**

**AGENDA ITEM 15: ADJOURNMENT**

**As there was no other business to come before the Board, Mr. Berry moved to adjourn. Ms. Smiley seconded the motion; the motion passed unanimously. The Board adjourned at 11:35 a.m.**

RESPECTFULLY SUBMITTED,

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Steven G. Horton, PhD. Sharon T. Gahagan, EdS.

Secretary Chair