



F.A.M.E., Inc.

FAME Board Meeting

Date and Time

Saturday November 10, 2018 at 10:00 AM CST

Location

Cafeteria, 428 Broadway St., New Orleans, LA 70118

Agenda

I. Opening Items

Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

C. Approve Minutes

Approve minutes for FAME Board Meeting on September 15, 2018

D. APPROVE MINUTES

Approve minutes for FAME Board Meeting on October 20, 2018

II. Facilities Committee

A. Receive Recommendation from Facilities Committee Regarding Gentilly Terrace Renovations Phase 2

III. Finance Committee

Finance

- A.** Financial Statements (September 2018)

IV. CEO's Report

- A.** Academic Update
- B.** Operations Updates
- C.** Development Updates
- D.** Friends of Audubon Updates

V. Closing Items

- A.** Announcements

Recap of FAME Board Development Event "Toast to Education"

"Toast to Education" 2019

Next FAME Board Meeting: December 8, 2018

Set 2018 FAME Board Meeting Calendar

- B.** Adjourn Meeting

Coversheet

Approve Minutes

Section:	I. Opening Items
Item:	C. Approve Minutes
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for FAME Board Meeting on September 15, 2018



F.A.M.E., Inc.

Minutes

FAME Board Meeting

Date and Time

Saturday September 15, 2018 at 10:00 AM

Location

Cafeteria, 428 Broadway St., New Orleans, LA 70118

Directors Present

B. Connick, B. Lilly, C. Tregre, D. Bardell, D. Omojola, E. Alito, J. Jalice, M. Russell, R. Kirschman

Directors Absent

R. Fernandez

Directors who arrived after the meeting opened

D. Omojola, R. Kirschman

Ex Officio Members Present

L. Brown

Non Voting Members Present

L. Brown

Guests Present

A. Collopy, A. Francois, D. LaViscount, Daniel Held, J. Anderson, J. Chandar, L. Spearman, M. Forcier

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Jalice called a meeting of the board of directors of F.A.M.E., Inc. to order on Saturday Sep 15, 2018 at 10:01 AM.

Eva Alito suggested one correction to agenda

-Revise Section 5 Item III (strike August financials)

C. Approve Minutes

C. Tregre made a motion to approve minutes from the FAME Board Meeting on 08-11-18 FAME Board Meeting on 08-11-18.

B. Connick seconded the motion.

The board **VOTED** unanimously to approve the motion.

Eva Alito proposed the following corrections to the August minutes:

-Note guest present (Angela Morton of Mathes Brierre Construction)

-Correction to roll call (Ramona Fernandez was not present at roll call)

II. Resignation of Board Chair Dr. Erica Murray

A. Accept the resignation of Dr. Erica Murray

C. Tregre made a motion to accept the resignation of Dr. Erica Murray as a member of the FAME Board, effective August 11, 2018.

E. Alito seconded the motion.

The board **VOTED** unanimously to approve the motion.

J. Chandar arrived.

D. Omojola arrived.

Latoye Brown, CEO presented a gift to Dr. Murray on behalf of Audubon Schools for her board service.

Javier Jalice read a statement from Dr. Murray regarding her resignation.

B. Ratification of Signatory Resolution of Javier Jalice as Acting-Chair

B. Connick made a motion to ratify a signatory resolution giving Javier Jalice the ability to sign specified documents on behalf of the FAME Board.

C. Tregre seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Recognition of Dr. Erica Murray

Javier Jalice wished Dr. Murray well and thanked her for her board service.

III. Board Officers Annual Election

A. Annual Board Officers Election

R. Kirschman arrived.

Derek Bardell proposed a motion to nominate the following slate of FAME Board officers:

Melissa Russel (Chairperson)

Dorcas Omojola (Vice-Chairperson)

Calvin Tregre (Treasurer)

Brendan Connick (Secretary)

No 2nd to the motion was proposed. Motion failed to pass.

Brendan Connick made a motion to nominate the following slate of officers for the FAME Board.

Javier Jalice (Chairperson)

Brendan Connick (Vice-Chairperson)

Eva Alito (Secretary)

Calvin Tregre (Treasurer)

The motion was 2nd by Eva Alito approved by a roll call vote as follows:

Eva Alito - aye

Brendan Connick - aye

Daniel Held - aye

Javier Jalice - aye

Rachel Kirschman - aye

Byron Lilly - aye

Dorcas Omojola - aye

Calvin Tregre - aye

Derek Bardell - no

Melissa Russel - aye

The motion was approved.

R. Kirschman made a motion to accept the approved slate of officer nominations for election to the FAME Board.

B. Connick seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

J. Jalice Aye

E. Alito Aye

R. Kirschman Aye

D. Bardell No

D. Omojola Aye

Roll Call

R. Fernandez Absent
B. Lilly Aye
B. Connick Aye
M. Russell Aye
C. Tregre Aye

IV. CEO Evaluation Committee

A. 2017-2018 CEO Evaluation and Contract

Comments were made by Board Members Derek Bardell, Calvin Tregre, and Melissa Russell. Public comments were made by Elizabeth Dunneback and Dr. Erica Murray (OPSB).

E. Alito made a motion to approve the recommendation of the CEO Evaluation Committee to offer a two year contract extension to the CEO with a 5% salary increase.

C. Tregre seconded the motion.

The board **VOTED** unanimously to approve the motion.

V. Finance Committee

A. Canon (Copy Machines)

C. Tregre made a motion to approve the contract with Canon for a Copy Machine and change orders with Colmax Construction for the Gentilly Terrace facility.

E. Alito seconded the motion.

The board **VOTED** to approve the motion.

Roll Call

R. Kirschman Aye
B. Lilly Aye
C. Tregre Aye
J. Jalice Aye
D. Omojola Aye
B. Connick Aye
R. Fernandez Absent
D. Bardell No
E. Alito Aye
M. Russell No

B. Financial Statements (June-August 2018)

The financial statements were presented by Mr. Justin Anderson, CFO.

VI. Facilities Committee

A. Report

The Facilities report was presented by Ms. Eva Alito, Chairperson of the Facilities Committee.

VII. CEO's Report

A. 2018 Spring Testing Results & Action Plan

This information was presented by Ms. Adrienne Collopy, Upper School Principal.

B. Operations Updates

No Operations report was presented.

C. Development Updates

Ms. Dorcas Omojola shared information regarding an upcoming Board Development fundraiser. Ms. Lynn Spearman, Director of Development, presented the Development Report.

D. Beloved Community (Community Engagement and Recruitment) Final Report

This report will be presented at the October Board Meeting.

E. Friends of Audubon Updates

The report was presented by PTO President, Elizabeth Dunneback.

VIII. Closing Items

A. Announcements

The next meeting will be held on October 20, 2018.

B. Adjourn Meeting

E. Alito made a motion to adjourn the meeting.

R. Kirschman seconded the motion.

The board **VOTED** unanimously to approve the motion.

Roll Call

R. Fernandez Absent

M. Russell Aye

D. Bardell Aye

C. Tregre Aye

B. Lilly Aye

E. Alito Aye

J. Jalice Aye

B. Connick Aye

D. Omojola Aye

R. Kirschman Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:43 AM.

Respectfully Submitted,
E. Alito

Coversheet

APPROVE MINUTES

Section:	I. Opening Items
Item:	D. APPROVE MINUTES
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for FAME Board Meeting on October 20, 2018



F.A.M.E., Inc.

Minutes

FAME Board Meeting

Date and Time

Saturday October 20, 2018 at 10:00 AM

Location

Cafeteria, 428 Broadway St., New Orleans, LA 70118

Directors Present

B. Connick, B. Lilly, C. Tregre, D. Bardell, D. Held, D. Omojola, J. Jalice, M. Russell, R. Fernandez

Directors Absent

E. Alito, R. Kirschman

Directors who arrived after the meeting opened

M. Russell

Ex Officio Members Present

L. Brown

Non Voting Members Present

L. Brown

Guests Present

A. Collopy, J. Anderson, Lynn Spearman, M. Butler, M. Forcier

I. Opening Items

A. Call the Meeting to Order

J. Jalice called a meeting of the board of directors of F.A.M.E., Inc. to order on Saturday Oct 20, 2018 at 10:12 AM.

J. Jalice promptly made an announcement at 10:00 a.m., informing all present that because a quorum was not present to begin the meeting, the meeting would start upon the arrival of sufficient members of the Board that will constitute a quorum.

B. Record Attendance and Guests

C. Approve Minutes

This Item was tabled due to the minutes from the last Board meeting not being attached/enclosed to the Agenda. Accordingly, J.Jalice noted that the September meeting minutes would be submitted for the Board's approval at the November 10 Board meeting.

II. Governance Committee

A. Receive Recommendation from Governance Committee Regarding New Board Members

J. Jalice made a motion to J.Jalice called for a vote on the Governance Committee's recommendation to accept Lourdes Moran and Claire Lebas as FAME Board Members.

C. Tregre seconded the motion.

The board **VOTED** to approve the motion.

B. CEO Contract Addendum

The CEO contract addendum was reviewed and no issues or comments were raised or found with the CEO contract addendum.

C. Receive Policy Recommendation Re: EpiPen

J. Jalice made a motion to vote on the Governance Committee's recommendation to approve the "Stock Epi Pen Administration for Severe Allergies Policy".

C. Tregre seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Receive Recommendation Re: Field Trip and Extracurricular Activities Policy

J. Jalice made a motion to vote on the Governance Committee's recommendation to approve the "Policies and Procedures for Field Trips or Extracurricular Activities for Adubon Charter Schools".

C. Tregre seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. OPSB Board Observation Results

A. Review OPSB's Board Observation Results of Audubon Schools' September 15, 2018 Board Meeting

J.Jalice noted the findings and observations received from OPSB. No comments or questions were raised by any Board members or members of the public.

IV. Finance Committee

A. Financial Statements (August-September 2018)

M. Russell arrived.

CFO J.Anderson provided a financial update regarding the school's finances, and answered questions raised by Board members concerning same.

V. Facilities Committee

A. Report

This Item was tabled due to the absence of Board Member E.Alito.

VI. CEO's Report

A. Academic Update

An academic update was provided by a member of the administration.

B. Operations Updates

An operations update was provided by a member of the administration.

C. Development Updates

A development update was provided by a member of the administration.

D. Beloved Community (Community Engagement and Recruitment) Final Report

An update regarding Beloved Community's services regarding community engagement and recruitment was provided by a member of the administration.

E. Friends of Audubon Updates

A member of the PTO provided an update regarding its upcoming activities and events, including its signature fund-raising event, Fall Fete, on November 10.

VII. Closing Items

A.

Announcements

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 AM.

Respectfully Submitted,

J. Jalice

C. Tregre made a motion to adjourn the meeting.

R. Fernandez seconded the motion.

The board **VOTED** unanimously to approve the motion.

Coversheet

Receive Recommendation from Facilities Committee Regarding Gentilly Terrace Renovations Phase 2

Section: II. Facilities Committee
Item: A. Receive Recommendation from Facilities Committee Regarding
Gentilly Terrace Renovations Phase 2
Purpose: Vote
Submitted by:
Related Material: Audubon Charter at Gentilly Phase 2 Proposal 2018 10 24- updated.pdf

Mathes Brierre

ARCHITECTS

Project: Phase 2 Construction
Documents and Contract
Administration
Gentilly Terrace School
Audubon Charter School
4720 Painters Street
New Orleans LA 70122

Subject: Bids Bonds and Contracts
Proposal
Project No 11749

October 24, 2018

Alisa Davillier Dupré
Director of Admissions and Operations
Audubon Charter School
4720 Painters Street
New Orleans, LA 70122

Dear Alisa,

Reference is made to our proposal of September 12 and our follow- up meeting to describe the scope with the Facilities Committee. At our follow-up meeting, we discussed the importance of designing the complete upgrades to the mechanical HVAC systems. While we understand the total upgrade is outside of the current budget, planning for the replacement of all of the window units along with the code- required fresh air system and sprinkler system will allow us to properly provide infrastructure when funds are available to complete the HVAC replacement. Our current estimate for Construction Cost including all HVAC upgrades is \$4,951,883. Renovations for upper grades play areas would be an additional \$297,075.

We discussed identifying a bid package for a scope of work for “Phase 2A”, which would be within current total project budget of \$3,000,000, then identifying up to 3 alternates for work which could be added to this phase, dependant on pricing and funds availability. We believe a reasonable budget for base-bid Construction Cost for Phase 2A, is between \$2,424,000- \$2,521,000. This is arrived at by removing anticipated professional design fees, contingency, permit and administrative fees and other testing and professional services paid for by Audubon Schools to accomplish the work. It does **not** include furniture or equipment which we understand is a separate budget.

Our recommendation would be to identify this base- bid work for Phase 2A plus 3 alternates to provide price protection. Any alternates bidding within funds available could be then accepted, any alternates not within the funds “Phase 2A” could then be bid in a subsequent “Phase 2B”, along with work already identified for “Phase 2B”.

We have broken down the proposed Phase 2A and future phases on the attached spreadsheet, based on priorities stated by Audubon Schools. Items which could be separated as Alternates (clearly identifiable and delineated scopes of work) are marked with Asterisk *.

Scope of Services

We propose to provide Architectural, Civil, Landscape Architecture, Mechanical Electrical and Plumbing Engineering services, for the scope of work outlined in our September 12, 2018 letter. We will also provide scope of work for the owner's security and telecommunications contractors, including any rough-in work which can be accomplished by bidding general contractors.

Our work will include regulatory analysis and all drawings required for permitting and bidding. If a variance or special planning application is required we will provide this for an additional service. The Stormwater Management plan will be provided as a separate fee under additional services.

Items Excluded

Mathes Brierre shall rely on existing project documents for the following, and request additional proposals to be contracted directly by the owner as needed for the scope of work:

- Topographic survey and boundary survey
- Existing engineering and utility base information.
- A Soils Survey maybe required if a Stormwater plan is required to demonstrate the permeability of existing soils.

Mathes Brierre Architects (MBA) assumes no responsibility for the accuracy of such information or services and shall not be liable for errors or omissions therein.

Fee Proposal

We propose to provide these basic services for a fee 9.5% of the Cost of the Work, including all phases of the HVAC renovation, and as broken down into phases of completion.

This fee will be broken down into phases of completion as follows:

Schematic Design	15%
Design Development	25%
Construction Documents	30%
Bidding	5%
Construction Administration	25%

No Construction Administration Fees would be charged until such time as these portions of the work proceed to construction. It is anticipated then that architectural fees would be **approximately \$418,139**, inclusive of all Design Phases of the work, and Construction Administration fees for Phase 2A only. This fee is broken down as follows:

Phase 2A :

Estimated Construction Cost: \$2,424,00,	
Estimated Fee through Construction Administration:	\$230,280

Future Phases:

Estimated Construction Cost: \$2,824,958	
Estimated Fee through Construction Documents ONLY (70%):	\$187,859

These estimated fees would be updated to reflect final cost estimates or actual construction costs as the work progresses.

In Addition, we propose to provide the Stormwater Management Plan application, if required, on an hourly basis not to exceed \$25,000.

Additional Services

We understand that Audubon has contracted with a tax credit specialist and assume this specialist will continue with tax credit application for this phase of the work. Should our services be required we shall provide these on an hourly basis upon agreement of the owner.

Additional items, such as modifications to services or the scope of work, creation of multiple bid packages, furniture design, etc, when authorized by you, are proposed to be compensated on an hourly basis, per the rate table included below. Written approval will be requested before additional services are performed.

• Principal	\$180.00
• Studio Manager	\$160.00
• Sr. Architect	\$100.00
• Contract Administrator	\$115.00
• Project Architect	\$115.00
• Intern Architect	\$ 85.00
• Intern Architect II	\$ 65.00
• Sr. Interior Designer	\$ 100.00
• Intern Interior Designer	\$ 85.00
• Landscape Architect Studio Manager	\$140.00
• Landscape Architect	\$ 85.00

Reimbursable Expenses

For reimbursable expenses, compensation shall be computed as a multiple of one and one-tenth (1.1) times the cost to the Architect. Reimbursable expenses are in addition to basic compensation and include the following:

- Cost of copies of drawings, specifications, photographic reproduction of drawings
- Cost of transportation or lodging in connection with site visits
- Cost of models, renderings, special printed reports, maps and documentation requested by the client
- Fees for additional professional consultants retained with the approval of client
- Postage and Handling of correspondence, drawings and specifications
- State Fire Marshal Permitting Fees or other small reimbursable plan review fees.

We anticipate the general contractor to cover the cost of City of New Orleans building permits.

Project Schedule

We understand the second floor needs to be ready for occupancy by 4th grade students by Fall 2020 school start. We anticipate completing Construction Documents for work to begin in the Summer of 2019. Additional grades will be added each year to the 2nd floor. We understand the first floor is fully occupied and construction activities could only happen during summer break, and limited work after hours.

Payment Terms

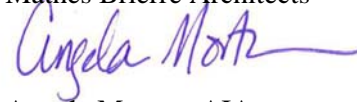
Work will be billed monthly or upon completion of a phase. Accounts are payable net 30 days from the date of invoice from Mathes Brierre' office.

When you have had an opportunity to review the above, and are in agreement, please so indicate by signing both originals of this agreement on the line provided below, and return one (1) executed original to our office for our files. We understand this agreement will be finalized with an AIA Contract Document stating all terms, and will

forward one for review and signature with all modifications as provided by the New Orleans Charter Collaborative upon acceptance.

Should you have any questions with regard to the above, please do not hesitate to contact me.

Sincerely,
Mathes Brierre Architects



Angela Morton, AIA
Principal

Accepted by:

Signature

Date

Printed Name, Title

AMM/am

Coversheet

Financial Statements (September 2018)

Section:	III. Finance Committee
Item:	A. Financial Statements (September 2018)
Purpose:	FYI
Submitted by:	
Related Material:	1809 ACS Financial Statement.pdf Artigues.PDF

FRENCH AND MONTESSORI EDUCATION INCORPORATED

Financial Statements

For the Month Ended September 30, 2018

These financial statements have not been subject to an audit, review, or compilation engagement, and no assurance is provided on them. Substantially all of the disclosures, and the statement of cash flows, required by accounting principles generally accepted in the United States of America have been omitted.

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**FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
FOR THE MONTH ENDED SEPTEMBER 30, 2018**

ASSETS**CURRENT ASSETS**

Cash and cash equivalents	\$ 1,645,329
Accounts receivable	285,771
Investments	1,428,278
Prepaid expenses and other current assets	<u>161,125</u>

Total current assets 3,520,503

PROPERTY AND EQUIPMENT, net 3,184,742

For the Month Ended August 31, 2018

TOTAL ASSETS \$ 6,705,245

LIABILITIES AND NET ASSETS**CURRENT LIABILITIES**

Accounts payable and accrued expenses	\$ 857,768
Accrued salaries and benefits payable	88,222
Deferred revenues	<u>156,908</u>

Total current liabilities 1,102,898

NET ASSETS

Unrestricted net assets 5,602,347

TOTAL LIABILITIES AND NET ASSETS \$ 6,705,245

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**FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS AND BUDGET COMPARISON
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2018**

	<u>Actual</u>	<u>Budget</u>	<u>Annual Budget</u>	<u>% Achieved</u>
REVENUES AND SUPPORT				
MFP revenues	\$ 2,137,846	\$ 2,115,750	\$ 8,463,000	25%
Fee revenues	17,230	48,960	244,800	7%
Public grants and program funding	148,184	370,365	1,851,826	8%
Private grants and donations	45,446	151,337	1,513,367	3%
Income from investments	10,697	13,750	55,000	19%
Other income	123,067	110,000	550,000	22%
Total revenues and support	<u>2,482,470</u>	<u>2,810,162</u>	<u>12,677,993</u>	20%
EXPENSES				
Salaries	1,516,027	1,533,819	7,213,057	21%
Benefits	373,627	510,184	2,391,769	16%
Custodial	-	-	-	0%
Disposal	5,062	5,100	20,400	25%
Dues	1,764	12,750	51,000	3%
Food service	11,171	80,012	410,091	3%
Insurance	26,113	62,588	223,600	12%
Materials	207,440	96,133	384,530	54%
Purchased services	231,464	132,454	999,841	23%
Rentals	-	2,999	14,311	0%
Repairs and maintenance	94,818	66,595	266,380	36%
Travel	5,248	13,750	55,000	10%
Utilities	75,025	78,615	314,460	24%
Depreciation	18,635	27,095	108,380	17%
Other expenses	20,625	33,344	133,375	15%
Debt Service	-	-	91,800	0%
Total expenses	<u>2,587,019</u>	<u>2,655,438</u>	<u>12,677,993</u>	20%
CHANGE IN NET ASSETS	\$ (104,549)	\$ 154,724	\$ (0)	
NET ASSETS - Beginning of period	<u>5,706,896</u>			
NET ASSETS - End of period	<u>\$ 5,602,347</u>			

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**FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS AND BUDGET COMPARISON
FOR THE MONTH ENDED SEPTEMBER 30, 2018**

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
REVENUES AND SUPPORT			
MFP revenues	\$ 714,218	\$ 705,250	\$ 8,968
Fee revenues	11,151	\$ 24,480	(13,329)
Public grants and program funding	35,000	\$ 185,183	(150,183)
Private grants and donations	36,868	\$ -	36,868
Income from investments	(1,641)	\$ 4,583	(6,224)
Other income	93,658	55,000	38,658
Total revenues and support	<u>889,254</u>	<u>974,496</u>	<u>(85,242)</u>
EXPENSES			
Salaries	\$ 693,420	\$ 691,407	2,013
Benefits	166,627	\$ 228,567	(61,940)
Custodial	-	\$ -	-
Disposal	-	\$ 1,700	(1,700)
Dues	1,499	\$ 4,250	(2,751)
Food service	741	\$ 37,786	(37,045)
Insurance	8,704	\$ 28,538	(19,834)
Materials	99,433	\$ 32,044	67,389
Purchased services	108,451	\$ 34,695	73,756
Rentals	-	\$ 201	(201)
Repairs and maintenance	30,262	\$ 22,198	8,064
Travel	3,349	\$ 4,583	(1,234)
Utilities	21,353	\$ 26,205	(4,852)
Depreciation	6,212	\$ 9,032	(2,820)
Other expenses	4,833	\$ 11,115	(6,282)
Debt Service	-	\$ 7,650	-
Total expenses	<u>1,144,884</u>	<u>1,139,972</u>	<u>12,563</u>
CHANGE IN NET ASSETS	\$ (255,630)	\$ (165,476)	\$ (97,805)
NET ASSETS - Beginning of month	<u>5,857,977</u>		
NET ASSETS - End of month	<u>\$ 5,602,347</u>		

These financial statements have not been subject to an audit, review, or compilation engagement, and no assurance is provided on them. Substantially all of the disclosures required by accounting principles generally accepted in the United States of America have been omitted.

FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
STATEMENT OF CASH FLOWS
FOR THE MONTH ENDED SEPTEMBER 30, 2018

Cash Flows from Operating Activities

Changes in Net Assets	\$ (255,629)
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities	
Net Realized and Unrealized Loss on Investments	\$ 4,192
Depreciation	\$ 6,212
(Increase) Decrease in Assets	\$ -
Accounts Receivable	\$ -
Interest Receivable	\$ -
Prepaid Expenses	\$ 16,099
Increase (Decrease) in Liabilities	\$ -
Accounts Payable	\$ 548,265
Accrued liabilities	\$ 68,037
Deferred Revenue	<u>\$ (2,878)</u>
 Total Adjustments	 <u>\$ 639,927</u>
 Net Cash Provided by Operating Activities	 <u>\$ 384,298</u>

Cash Flows from Investing Activities

Sale of Investments	\$ (794)
Purchases of Fixed Assets	<u>\$ (677,100)</u>
 Net Cash Used in Investing Activities	 <u>\$ (677,894)</u>

Net Increase in Cash	\$ (293,597)
Cash, Beginning of Period	<u>\$1,938,926</u>
Cash, End of Period	<u><u>\$1,645,329</u></u>

These financial statements have not been subject to an audit, review, or compilation engagement, and no assurance is provided on them. Substantially all of the disclosures required by accounting principles generally accepted in the United States of America have been omitted.

**FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
MANAGEMENT DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2018**

1. MFP REVENUES

The total 2% administrative fee, charged by the OPSB for its supervisory role in being the school's granting authority, retained by OPSB for fiscal year 2018-19, is \$46,146 through September 30, 2018 and is recorded within Purchased Services on the Statement of Activities and Change in Fund Balance.

2. PUBLIC GRANTS & PROGRAM FUNDING	Month	Year to Date	Annual Budget	% ACHIEVED
NCLB - Title I				
Title II - Improving Teacher Quality		-		
IDEA-B		-		
LA 4 Preschool		-		
CODOFIL Stipends		-		
2016-17 F.A.T. Salary	35,000	105,000		
New School for Nola		18,030		
Federal Lunch Program		1,949		
Literacy Grant				
Total Public Grants and Program Funding	<u>\$ 35,000</u>	<u>\$ 124,978</u>	<u>\$ 1,851,826</u>	<u>7%</u>

3. PRIVATE GRANTS AND DONATIONS	Month	Year to Date	Annual Budget	% ACHIEVED
Chinese - Donation In-Kind (Salaries)	12,900	25,800		
LASIP Program	2,305	4,648		
Give Nola		4,209		
Sunship		-		
Schwab Grant		-		
Keller Family		-		
Annual Giving and Other Donations	671	2,241		
Cool Zoo	10,992	11,002		
Kellogg Grant		-		
Walton Grant		-		
ECMO		-		
Society for French Schools		-		
GNOF		-		
Misc Donations	10,000	10,049		
Total Private Grants and Donations	<u>\$ 36,868</u>	<u>\$ 57,948</u>	<u>\$ 1,513,367</u>	<u>4%</u>

These financial statements have not been subject to an audit, review, or compilation engagement, and no assurance is provided on them. Substantially all of the disclosures required by accounting principles generally accepted in the United States of America have been omitted.

**FRENCH AND MONTESSORI EDUCATION INCORPORATED
D/B/A AUDUBON CHARTER SCHOOL
MANAGEMENT DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2018**

4. OTHER INCOME	Month	Year to Date	Annual Budget	% ACHIEVED
Charter Care and Arts Reach	\$ 83,212	\$ 94,456		
Other Student Activity	6,820	15,760		
Consumable Fees		-		
EarthKeepers		-		
Summer Camp		1,507		
Food Service Revenues	3,626	14,614		
Other Miscellaneous		-		
Total Other Income	<u>\$ 93,658</u>	<u>\$ 126,337</u>	<u>\$ 550,000</u>	<u>23%</u>

5. INVESTMENTS	Balance at 9/30/2018
FNBC CDARS Account:	
Principal	\$ 531,668
Accrued Interest	6,320
Subtotal	<u>537,988</u>
Merrill Lynch Account:	
Cash/Money account	19,993
Government and Agency Securities	435,297
Corporate Bonds	256,452
Blackrock Mutual Fund	174,707
Accrued Interest	3,840
Subtotal	<u>890,289</u>
Total Investments	<u>\$ 1,428,277</u>

These financial statements have not been subject to an audit, review, or compilation engagement, and no assurance is provided on them. Substantially all of the disclosures, and the statement of cash flows, required by accounting principles generally accepted in the United States of America have been omitted.

Mathes Brierre
ARCHITECTS

BA-12210-0000
PID: ADB Gentilly

Project: Modular Building at the
Gentilly Terrace School
4720 Painters Street
New Orleans, Louisiana 70122
Project No. 11749

August 20, 2018

Subject: Professional Services:
Artigues Construction Company, Inc.
Application No. 1

Ms. Erica Murray C/O ALISA DUPRE
French and Montessori Education, Inc.
d/b/a Audubon Schools
4720 Painters Street
New Orleans, Louisiana 70122


Dear Ms. Murray:

We are enclosing an original copy of our Certificate No. 15007, recommending payment in the amount of \$24,990.00 to Artigues Construction Company, Inc. One original copy of the Contractor's Application No. 1 is also included.

This Certificate for Payment does not constitute acceptance of any work not in accordance with the Contract Documents.

Yours very truly,

MATHES BRIERRE ARCHITECTS


Angela Morton, AIA, NCARB, LEED AP
Principal

AMM/cml
Enclosures

cc: Artigues Construction Company, Inc.
(w/ encl.)

Alisa Davillier Dupré, Director of Operations (w/encl.)

Mathes Brierre

ARCHITECTS

CERTIFICATE

PROJECT: Phase I Construction Documents & Contract
Management at the Gentilly Terrace School
4720 Painters Street
New Orleans, Louisiana 70122
 PROJECT NO.: 11749

DATE: August 20, 2018

CERTIFICATE NO.: 15007

\$ 24,990.00

TO: Ms. Erica Murray
French & Montessori Education, Inc.
d/b/a Audubon School
4720 Painters Street
New Orleans, Louisiana 70122

This is to certify that Artigues Construction Company, Inc. 1215 Fried Street, Gretna, Louisiana 70053, Contractor for the above-captioned project, is entitled to a payment of \$Twenty-Four Thousand, Nine Hundred Ninety Dollars and 00/100. In accordance with the Contract Documents, based on on-site observations, and the data submitted by the Contractor attached hereto, the Architect certifies to the Owner that the work has progressed to the point indicated; that to the best of his knowledge, information and belief, the quality of the work is in accordance with the Contract Documents; and that the Contractor is entitled to the payment indicated.

Original Contract Sum				24	990	00
Additive Change Orders						
Total of Additive Change Orders						
Deductive Change Orders:						
Total of Deductive Change Orders						
Total Completed & Stored to Date	24	990	00			
Less 10% Retainage of Completed Work		0	00			
Total Earned Less Retainage	24	990	00			
Net Total				24	990	00
Less Previous Issues					0	00
Present Issue				24	990	00
Balance Due					0	00

MATHES BRIERRE ARCHITECTS

BY: 

The Contractor, having examined the above statement of account, finds it correct and acknowledges receipt of the amount certified above.

CONTRACTOR: Artigues Construction Com., Inc

BY: _____

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF 1 PAGES

TO OWNER: PROJECT:

The French & Montessori Education, Inc. "Fame" Audubon School
428 Broadway Street
New Orleans, LA. 70118

FROM CONTRACTOR:

Artigues Construction Company, Inc.
215 Fried Street
Iretna, LA. 70053

VIA ARCHITECT:

Mathes Brierre Architects
201 St. Charles Ave. # 4100
New Orleans, LA. 70170

APPLICATION NO: 1

Audubon Gentilly Modular Building

4720 Painter Street

New Orleans, LA. 70122

PERIOD TO: 8/1/2018

PROJECT NOS: 11749

CONTRACT FOR:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

ORIGINAL CONTRACT SUM \$ 24,990.00
Net change by Change Orders \$
CONTRACT SUM TO DATE (Line 1 ± 2) \$ 24,990.00
TOTAL COMPLETED & STORED TO \$ 24,990.00
DATE (Column G on G703)

RETAINAGE:

a. 0 % of Completed Work \$ 0
(Column D + E on G703)
b. 0 % of Stored Material \$ 0
(Column F on G703)
Total Retainage (Lines 5a + 5b or

Total in Column I of G703)

TOTAL EARNED LESS RETAINAGE \$ 24,990.00
(Line 4 Less Line 5 Total)

LESS PREVIOUS CERTIFICATES FOR
PAYMENT (Line 6 from prior Certificate)

CURRENT PAYMENT DUE \$ 24,990.00
BALANCE TO FINISH, INCLUDING RETAINAGE \$

(Line 3 less Line 6)

AMOUNT CERTIFIED \$ 24,990.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$0.00	
NET CHANGES by Change Order	\$0.00	

DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA® - © 1992

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR

By:

State of Louisiana

Subscribed and sworn to before me this 6th day of August 2018

Notary Public, David BOWELL #52817

My Commission expires: 6/1/2022 My Commission begins at my death.

Date:

August 6, 2018

County of: Jefferson

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date:

August 11, 2018

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

11749 - MODULAR BUILDINGS

AIA DOCUMENT G703

Page 2 of 1

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 1

APPLICATION DATE: 8/1/2018

PERIOD TO:

ARCHITECT'S PROJECT NO: 11749

[illegible][illegible]

Coversheet

Operations Updates

Section:	IV. CEO's Report
Item:	B. Operations Updates
Purpose:	FYI
Submitted by:	
Related Material:	November 2018 - Operations Report.pdf



Operations Report

Admissions

- EnrollNOLA has moved the launch date of applications to November 19, 2018
- All Operations Clerks and Data Managers attended training with the EnrollNOLA office on the application and the use of Sales Force
- Families will not be able to schedule testing in the Sales Force Portal for OneApp
- We have conducted at least one Open House at each campus. Additional Open Houses are scheduled in December and January

Facilities

- We have had our annual Facility inspection at Broadway and Milan; Gentilly is scheduled for December. Follow-up inspections are scheduled for December and January
- The state child nutrition office completed our Child Nutrition audit on November 2, 2018. We are waiting on the final report*The LDOE conducted our annual daycare inspection at the Lower School on November 7, 2017. There was one minor deficiency which has been conducted. A follow-up inspection will be conducted in 3 months

Coversheet

Development Updates

Section:	IV. CEO's Report
Item:	C. Development Updates
Purpose:	FYI
Submitted by:	
Related Material:	October 2018 Board Report.pdf

Development Report for F.A.M.E. Board Meeting November 2018

Cool Zoo:

Last year, we had a total of 767 attendees. This year, we pre-sold 706 wristbands and had a total of 1,108 attendees.

Cool Zoo 2017 Total Revenue: \$8,900. Net \$4,400.

Cool Zoo 2018 Total Revenue: \$14,486. Net: \$9,650.

Fall Fete:

Fall Fete 2017 Cash Sponsorships Confirmed: \$7,420

Fall Fete 2018 Cash Sponsorships Confirmed: \$7,100

City Park:

I have pre-sold \$5,000 in sponsorships for our 2019 Rarebird Night in City Park in May, which is more than double our 2018 Sponsorship Total of \$2,400. We also have \$1,000 in sponsorships pending.

Annual Fund:

We kicked off our Annual Fund on September 19th and have raised almost \$31,000 of our \$50,000 goal as of November 5th.

Family Participation:

Uptown: 15%

Gentilly: 25%

We have had 3 Board members contribute to date.

Grants:

Received to Date: \$18,029

Pending: \$15,000

Note:

We invite all Board members to attend the Rarebird Recognition Reception on Wednesday, November 14th from 5:30-7:30pm.

Coversheet

Friends of Audubon Updates

Section:	IV. CEO's Report
Item:	D. Friends of Audubon Updates
Purpose:	FYI
Submitted by:	
Related Material:	FAME BOARD PTO REPORT 2018-11-10.pdf



FRIENDS OF AUDUBON NOVEMBER 10, 2018 REPORT

1. THANK YOU FOR SPONSORING FALL FETE! SEE YOU ALL TODAY! 11 - 6 AT DANNEEL PARK ON THE CORNER OF ST. CHARLES AVENUE AND DANNEEL STREET
 - a. Food from Dickie Brennan's, Lilette, Hansen's, etc. Music - Amanda Shaw, Preservation Hall, etc.
2. THANK YOU CEO, FAME BOARD PRESIDENT, 2 PARENT REPS FOR MEETING TO STRATEGIZE ABOUT LONG-RANGE PLANNING
 - a. Agreed to meet quarterly
 - b. Agreed to regular review of the feedback log - updates go to CEO, Board President, Friends of Audubon President & 2 parent reps
 - c. Agreed to work together on long-range planning - hope to gather stakeholders beginning in December
 - d. Will engage professional consultant to facilitate strategic planning which will comprise capital campaign, regular surveying and long-range planning
 - e. Have begun reaching out to potential service-providers to understand what they offer - (Cowen Institute, LAPCS, Secondline Schools, Julia Walker). Do we want to consider RFP?
 - f. Established protocol to streamline communications between school/parents/teachers but it has not resulted in clear strategies that are yet in place. Continue working with leadership team to streamline
 - g. Agreed that need to work together to decide how funds are allocated for school programs. Issues with trial of school administering mini-grants funding - most grants still not funded many weeks after request. Continue working with leadership team to streamline
 - h. Monthly CEO / Friends of Audubon President phone calls begin this week. Thanks for making time!