



F.A.M.E., Inc.

## Board Meeting

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### Date and Time

Saturday June 19, 2021 at 10:00 AM CDT

### Location

Virtual

Topic: June 2021 FAME Board General Meeting

Time: Jun 19, 2021 10:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/96194143230?pwd=bDZ3MXNzdk9memE5bDVOYUZMUFpHUT09>

Meeting ID: 961 9414 3230

Passcode: 115858

One tap mobile

+13017158592,,96194143230#,,, \*115858# US (Washington DC)

+13126266799,,96194143230#,,, \*115858# US (Chicago)

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### Agenda

#### I. Opening Items

Opening Items

A. Call the Meeting to Order

**B. Record Attendance and Guests**

**C. Approve Minutes**

It is recommended that the board approve the minutes from the May 2021 meetings with any suggested modifications or changes.

Approve minutes for Board Meeting on May 15, 2021

**D. Acknowledgements**

The FAME Board would like to thank Ms. Latoye A. Brown for her 8 years of service to Audubon Schools as Chief Executive Officer. Ms. Brown will begin transitioning out of her role effective July 1, 2021 and will complete her transition before the start of the new school year. We appreciate her leadership and wish her the very best on her new endeavours.

**II. Finance Committee**

Finance Committee

**A. Financial Statements (May 2021)**

The CFO will present the April and May 2021 financial statements.

**B. 2021-2022 Budget Approval**

The Finance Committee recommends that the FAME Board approve the 2021-2022 Operating Budget as presented at the April 2021 Board and Finance Committee meetings, the June 2021 Finance Committee meeting and Budget Hearing with any necessary modifications and revisions.

**C. Contract Approval (Food Service Agreement)**

The administration recommends that the FAME Board approve the Food Service Amendment as presented for the 2021-2022 school year. This represents a continuation of current services.

**D. Contract Approval (Liability Insurance Renewal)**

The administration recommends that the FAME Board approve the renewal contract with O'Connors Insurance Company in the amount of . This contract covers all required general liability insurance coverages.

**III. CEO Search**

**A. CEO Contract Approval**

The CEO Search Committee recommends that the FAME Board extends a contract to Dr. Steven Corbett to serve the organization in the capacity of Chief Executive Officer beginning on July 1, 2021. We further recommend that the board authorizes Mr. Javier Jalice, in his capacity as

Chairperson of the FAME Board and of the CEO Search Committee, to conduct salary negotiations with Dr. Corbett on behalf of the FAME Board.

#### **IV. CEO's Report**

##### **A. Academic Report**

The Administration will provide an academic update.

##### **B. Training Center Update**

##### **C. Operations Report**

##### **D. Development Report**

##### **E. Parent Reports**

##### **F. CEO Remarks**

#### **V. Closing Items**

##### **A. Announcements**

The Board Retreat has been rescheduled due to the severe weather. It will be rescheduled. The next board meeting will take place on Saturday, August 21, 2021. The location is TBD depending on state and local meeting guidelines. Enjoy your summer!

##### **B. Adjourn Meeting**

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All non-FAME board or staff attendees are asked to ensure that their microphones remain on mute for the duration of this call. If any attendee would like to make a public comment, please do so using the chat function provided in the Zoom Meeting tool.

# Coversheet

## Approve Minutes

<b>Section:</b>	I. Opening Items
<b>Item:</b>	C. Approve Minutes
<b>Purpose:</b>	Approve Minutes
<b>Submitted by:</b>	
<b>Related Material:</b>	Minutes for Board Meeting on May 15, 2021

APPROVED



## F.A.M.E., Inc.

### Minutes

#### Board Meeting

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##### Date and Time

Saturday May 15, 2021 at 10:00 AM

##### Location

Topic: May 2021 FAME Board Meeting

Time: May 15, 2021 10:00 AM Central Time (US and Canada)

##### Join Zoom Meeting

<https://zoom.us/j/91579836691?pwd=TTN2Lzh3TDVZbGtiam5BQzN2a2VGQT09>

Meeting ID: 915 7983 6691

Passcode: 617360

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+13017158592,,91579836691#,,,,\*617360# US (Washington DC)

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##### Directors Present

C. Lawson (remote), C. Lebas (remote), D. Mipro (remote), H. Leblanc (remote), J. Jalice (remote), J. Perez (remote), L. Moran (remote), R. Fernandez (remote), R. Kirschman (remote)

##### Directors Absent

B. Connick, D. Omojola

##### Ex Officio Members Present

L. Brown (remote)

##### Non Voting Members Present

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L. Brown (remote)

### **Guests Present**

A. Collopy (remote), A. Dupre (remote), D. LaViscount (remote), Dr. Tania Coleman (remote), Hayley Brasted (remote), K. Turner (remote), L. Vermeulen (remote), M. Butler (remote), M. Forcier (remote), Micah (remote), Regina Sullivan (remote), Sarah Kiehle (remote), Tiffany (remote), Tiffany Andrews (remote), iPhone(guest) (remote)

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## **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 May 15, 2021 at 10:01 AM.

### **B. Record Attendance and Guests**

### **C. Approve Minutes**

L. Moran made a motion to approve the minutes from Board Meeting on 04-17-21.

J. Perez seconded the motion.

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

### **D. Appreciation**

### **E. NOLA-PS Building Renaming Initiative**

This item was removed from the agenda because OPSB Board Member Carlos Zervigon was unable to attend the meeting as scheduled.

## **II. Transportation Handbook**

### **A. Transportation Handbook Approval**

R. Fernandez made a motion to approve the transportation handbook as presented with revisions.

C. Lebas seconded the motion.

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

## **III. Finance Committee**

### **A. Financial Statements (March 2021)**

### **B. Contract Approval (Young Audiences)**

J. Perez made a motion to approve the contract as presented for services with Young Audiences.

C. Lawson seconded the motion.

Administration shared that the contract renewal represents a reduction in contracted hours due to budget constraints. However, the reduction in hours will impact the afterschool program, not the normal school day programming.

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

#### **C. 2021-2022 Budget Draft**

Review of draft budgets moved forward on agenda and were presented following the March 2021 Financials.

Concerns regarding the budget were raised due to the uncertainty surrounding the use of Federal CARES ACT monies. CFO shared that ongoing changes were still taking place with the budget and a more accurate version would be presented for adoption by the board on next month.

### **IV. CEO Search**

#### **A. CEO Search Updates**

Search committee chairperson, J. Jalice, shared that the committee has narrowed the candidate field down to two finalists who will be invited to take part in a public town hall and then a final interview with the committee before a recommendation is made by the committee. More information will be released in the coming weeks.

### **V. CEO's Report**

#### **A. Academic Report**

#### **B. Training Center Update**

#### **C. Operations Report**

#### **D. Development Report**

#### **E. Parent Reports**

#### **F. CEO's Update**

Board member L. Moran requested that the administration seek parental and stakeholder input regarding transgender student participation in girls sports to gain a better understanding of the stance that is appropriate for Audubon to adopt in further conversations moving forward.

## VI. Closing Items

### A. Announcements

The next meeting and board retreat will be held on June 19th. Location TBD.

### B. Adjourn Meeting

R. Fernandez made a motion to adjourn the meeting.

J. Jalice seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:28 AM.

Respectfully Submitted,  
L. Brown

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All non-FAME board or staff attendees are asked to ensure that their microphones remain on mute for the duration of this call. If any attendee would like to make a public comment, please do so using the chat function provided in the Zoom Meeting tool.



# Coversheet

## Financial Statements (May 2021)

<b>Section:</b>	II. Finance Committee
<b>Item:</b>	A. Financial Statements (May 2021)
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	202210531_Unaudited_Financial_Statements.pdf

**FRENCH AND MONTESSORI EDUCATION INCORPORATED**

**Financial Statements**

**For the eleven Months Ended May 31, 2021**

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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Statement of Activities and Change in Net Assets and Budget Comparison for the month ended May 31, 2021	3

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.

**FRENCH AND MONTESSORI EDUCATION INCORPORATED**  
**D/B/A AUDUBON CHARTER SCHOOL**  
**STATEMENT OF FINANCIAL POSITION**  
**AS OF MAY 31, 2021**

**ASSETS**

## CURRENT ASSETS

Cash and cash equivalents	\$ 3,009,972
Accounts receivable	224,948
Investments	1,000,206
Prepaid expenses and other current assets	<u>12,097</u>

Total current assets 4,247,223

PROPERTY AND EQUIPMENT, net 3,633,740

**TOTAL ASSETS** \$ 7,880,963

**LIABILITIES AND NET ASSETS**

## CURRENT LIABILITIES

Accounts payable and accrued expenses	\$ 266,472
Accrued salaries and benefits payable	187,598
Deferred revenues	<u>81,390</u>

Total current liabilities 535,460

## LONG TERM LIABILITIES

Note Payable	<u>1,824,022</u>
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Total long term liabilities 1,824,022

## NET ASSETS

Unrestricted net assets	<u>5,521,480</u>
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**TOTAL LIABILITIES AND NET ASSETS** \$ 7,880,963

**FRENCH AND MONTESSORI EDUCATION INCORPORATED  
D/B/A AUDUBON CHARTER SCHOOL  
STATEMENT OF ACTIVITIES AND CHANGE IN NET ASSETS AND BUDGET COMPARISON  
FOR THE ELEVEN MONTHS ENDED MAY 31, 2021**

	<b>AUDUBON UPTOWN Actual</b>	<b>AUDUBON GENTILLY Actual</b>	<b>AUDUBON CENTRAL OFFICE Actual</b>	<b>TOTAL</b>	<b>% ACHIEVED OF ANNUAL</b>
<b>REVENUES AND SUPPORT</b>					
MFP revenues	\$ 6,950,348	\$ 1,695,862	\$ -	\$ 8,646,210	96%
Fee revenues	102,631	55,105	-	\$ 157,736	42%
Public grants and program funding	1,270,696	213,833	-	\$ 1,484,529	72%
Private grants and donations	75,030	113,610	\$ 150,000	\$ 338,640	60%
Income from investments	1,359	779	-	\$ 2,138	14%
Other income	66,182	20,564	\$ 280,275	\$ 367,021	72%
Released from restrictions				-	
Total revenues and support	8,466,246	2,099,753	430,275	\$ 10,996,274	86%
<b>EXPENSES</b>					
Salaries	\$ 4,338,617	\$ 1,366,038	\$ 621,954	\$ 6,326,609	86%
Benefits	1,673,396	254,631	302,350	\$ 2,230,377	101%
Disposal	14,795	4,314	-	\$ 19,109	84%
Dues	20,583	4,282	23,250	\$ 48,115	40%
Food service	303,233	121,605	109	\$ 424,947	93%
Insurance	-	-	54,869	\$ 54,869	24%
Materials	254,691	86,830	23,862	\$ 365,383	87%
Purchased services	660,737	257,345	103,457	\$ 1,021,539	107%
Rentals	26,287	3,502	-	\$ 29,789	117%
Repairs and maintenance	339,347	129,894	50	\$ 469,291	210%
Travel	14,620	6,000	-	\$ 20,620	46%
Utilities	112,099	13,562	-	\$ 125,661	51%
Depreciation	57,678	99,505	-	\$ 157,183	90%
Other expenses	124,175	26,342	5,285	\$ 155,802	692%
Debt Service	353	29,876	-	\$ 30,229	23%
Student Transportation	5,647	84,658	-	\$ 90,305	46%
Total expenses	7,946,258	2,488,384	1,135,186	11,569,828	90%
<b>CHANGE IN NET ASSETS</b>	<b>\$ 519,988</b>	<b>\$ (388,631)</b>	<b>\$ (704,911)</b>	<b>\$ (573,554)</b>	
NET ASSETS - Beginning of period				6,096,949	
Prior Period adjustment				(1,915)	
<b>NET ASSETS - End of period</b>				<b>\$ 5,521,480</b>	

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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 MAY 31, 2021**

	<b>AUDUBON UPTOWN</b>	<b>AUDUBON GENTILLY</b>	<b>AUDUBON CENTRAL OFFICE</b>	<b>Total</b>	<b>Budeted</b>	<b>Variance</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>			
<b>REVENUES AND SUPPORT</b>						
MFP revenues	\$ 570,103	\$ 387,902	-	\$ 958,005	\$ 827,501	130,504
Fee revenues	20,021	2,797	-	22,818	37,230	(14,412)
Public grants and program funding	82,240	20,265	-	102,505	172,746	(70,241)
Private grants and donations	5,586	-	65,000	70,586	24,400	46,186
Income from investments	67	25	-	92	1,250	(1,158)
Other income	86	-	600	686	25,950	(25,264)
Released from restrictions				-	-	-
Total revenues and support	<u>678,103</u>	<u>410,989</u>	<u>65,600</u>	<u>1,154,692</u>	<u>1,089,077</u>	<u>65,615</u>
<b>EXPENSES</b>						
Salaries	\$ 466,539	\$ 154,542	\$ 54,170	\$ 675,251	\$ 628,882	46,369
Benefits	152,165	25,527	18,910	196,602	158,503	38,099
Disposal	3,109	838	-	3,947	1,750	2,197
Dues	-	-	400	400	3,708	(3,308)
Food service	38,357	17,480	-	55,837	26,382	29,455
Insurance	-	-	-	-	24,386	(24,386)
Materials	18,743	10,168	1,854	30,765	21,721	9,044
Purchased services	78,318	45,098	7,483	130,899	141,845	(10,946)
Rentals	8,510	1,578	-	10,088	1,688	8,400
Repairs and maintenance	21,229	11,039	-	32,268	22,767	9,501
Travel	-	-	-	-	4,792	(4,792)
Utilities	12,890	-	-	12,890	18,292	(5,402)
Depreciation	10,487	18,092	-	28,579	15,000	13,579
Other expenses	11,719	1,227	837	13,783	1,333	12,450
Debt Service	-	-	-	-	11,500	(11,500)
Student Transportation	-	-	-	-	26,450	(26,450)
Total expenses	<u>822,066</u>	<u>285,589</u>	<u>83,654</u>	<u>1,191,309</u>	<u>1,108,999</u>	<u>82,310</u>
<b>CHANGE IN NET ASSETS</b>				<b>\$ (36,617)</b>	<b>\$ (19,922)</b>	<b>\$ (16,695)</b>
NET ASSETS - Beginning of month				<u>5,558,097</u>		
NET ASSETS - End of month				<u><b>\$ 5,521,480</b></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.

# Coversheet

## 2021-2022 Budget Approval

<b>Section:</b>	II. Finance Committee
<b>Item:</b>	B. 2021-2022 Budget Approval
<b>Purpose:</b>	Vote
<b>Submitted by:</b>	
<b>Related Material:</b>	202122 Budget Presentation.pdf



# BUDGET DOCUMENT

2021 – 2022 Annual Budget

## Abstract

Included with the 2021-22 annual budget is a highlight of the results of operations along with the programmatic goals for the Audubon Schools for the 2021-2022 school year

Kendal R. Turner, CPA



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## WHO ARE WE?

### Organization

French and Montessori Education, Inc. (FAME) was created as a non-profit corporation under Louisiana's laws on October 28, 2005. FAME operates two Type 3 charter schools with the Orleans Parish School Board (OPSB). The formation of FAME was in response to the devastation left by Hurricane Katrina.

On January 12, 2006, the OPSB approved the charter of Audubon Charter School, d/b/a Audubon Uptown. The initial charter was granted for five years and was subsequently renewed for another five-year term during 2011. On May 20, 2017, FAME entered a ten (10) year charter school operating agreement for Audubon Charter School, with the OPSB commencing July 1, 2017, and expiring June 30, 2027. Under this new agreement, Audubon Charter School will operate as its own Local Education Authority (LEA). The School serves eligible students in pre-kindergarten through eighth grade. In addition, the Organization entered into two leases with the OPSB to operate Audubon Charter School, expiring on June 30, 2021.

On April 21, 2018, the OPSB approved the charter of Audubon Schools Gentilly, d/b/a Audubon Gentilly. The initial charter was granted for five years expiring June 30, 2023. Under this charter agreement, Audubon Schools Gentilly will operate as its LEA. The School serves eligible students in pre-kindergarten through eighth grade.

### Student Population

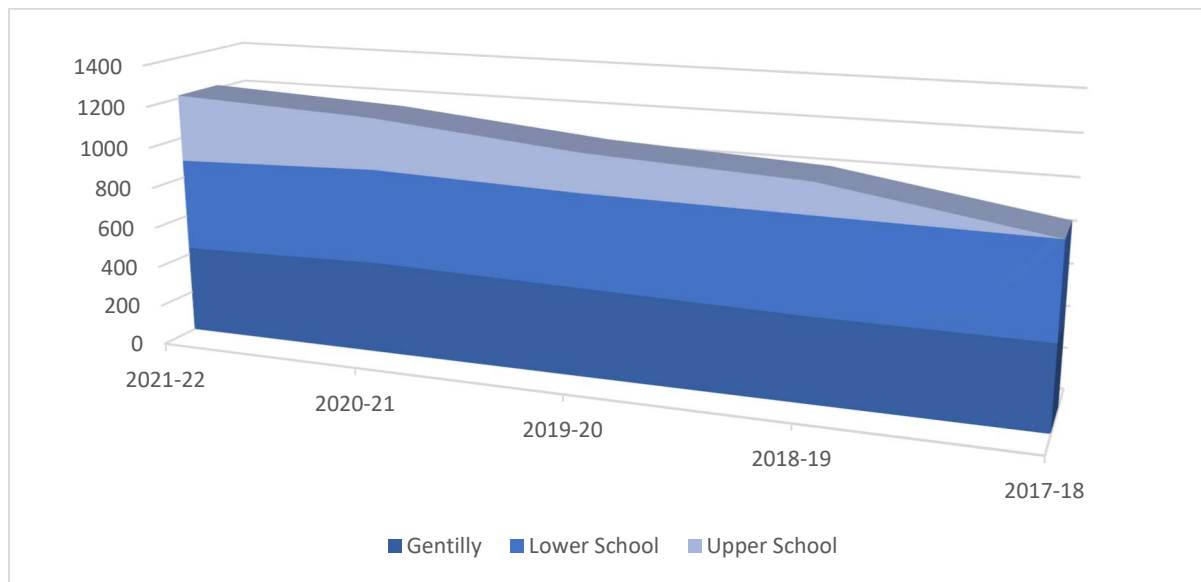
	2021-22	2020-21	2019-20	2018-19	2017-18
<b>Enrollment</b>		<b>1169</b>	<b>1075</b>	<b>1024</b>	<b>861</b>
Upper School	433	454	433	412	408
Lower School	452	463	453	461	453
Gentilly	330	252	189	151	N/A
<b>Program Enrollment</b>					
French School	418	433		408	406
Montessori School	473	483		465	455
Montessori in a bilingual environment	330	252	189	151	N/A
<b>Student with Exceptionalities</b>			<b>436</b>	<b>347</b>	<b>277</b>
Student with Disabilities	TBD	199	391	101	81
Gifted and Talented	TBD	TBD	45	246	196
<b>Students Eligible for Free/Reduced Lunch</b>			418	409	306

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*Increasing overall student population*

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## Enrollment trends



## OVERALL FINANCIAL HEALTH

The overall financial health of FAME is solid. The Organization has net assets in excess of \$5.5M as of the last closed period of May 2021. The Organization has maintained steady enrollment at Audubon Uptown and continued growth at the Audubon Gentilly location as it adds grade levels each year. The Organization's assets are primarily comprised of building improvements at the Audubon Gentilly location as well as significant cash deposits related to \$2M from the Paycheck Protection Program, a forgivable loan program (loan forgiven as of June 2021).

Auditors have consistently render unmodified opinions annually and report free of any findings over financial statements or compliance.

The lower school and upper school act as one LEA (Audubon Uptown), where the students have selected both French education or Montessori education in Pre-kindergarten through eighth grade. The net assets of this School are strong and continue to grow annually. The Audubon Gentilly acts as its LEA, offering Montessori education in a bilingual environment, which enrichment in the arts and multiple language environments. The Audubon Gentilly school continues to grow in enrollment and grade levels, adding to its improving financial health and increasing independent stability.

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*NOLA Public Schools rating of "In Good Standing"*

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## WHERE HAVE WE BEEN?

### ACADEMIC IMPACT OF THE PANDEMIC

The 2020-2021 school year proved to be a challenging year for the entire Audubon community. Beginning in September 2020, Audubon Schools opened its doors after four months of entirely virtual instruction to its youngest learners. Students in grades PK-3 through 4<sup>th</sup> grade were given the opportunity to return to in-person learning five days each week. More than 65% of learners took advantage of this option. At our 5<sup>th</sup>-8<sup>th</sup> grade levels, students were invited to participate in a hybrid option that allowed them to come to School for a few days each week while still maintaining ongoing, uninterrupted virtual learning opportunities. As the year continued, following an extended Winter Break, more than 85% of students in grades PK-3 through 4<sup>th</sup> grades returned to School five days each week.

One of the most challenging issues that the school community has faced due to the pandemic is student learning loss. Our faculty and staff did a phenomenal job providing consistent and engaging instruction for our students virtually; however, virtual instruction is no replacement for in-person teaching and learning for students. Student assessments reveal that students have experienced learning loss to a significant extent, particularly in the lower grades. In an effort to combat this learning loss and also provide the appropriate intervention and acceleration for students, we are looking to implement programming such as summer enrichment other instructional structures to support these efforts.

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*Over 85% of our youngest students were present for in-person learning.*

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### COVID-19 RESPONSE

All forms of instruction provided unique adaptations for Audubon Schools this year. Over computers and other devices were purchased to support students in distance and hybrid learning options. We addressed resource equity issues for our community by providing all families who requested Audubon provided hotspots the technology at no cost. Faculty and staff members created individual resource packs for students to be used to aid instruction in place of traditionally employed communal supplies. Audubon also put additional staff members in place to maintain static groupings and provide adequate supervision of students.

Community-wide feeding capabilities resulted in over 133,000 meals provided to families through weekly meal served, pick-ups and deliveries. When returning to campus, Audubon provided all students free meals regardless of income. In addition, P-EBT benefit information was submitted for all students who receive free or reduced lunch to take advantage of additional government benefits for qualifying families.

In addition to student supports, Audubon hired additional custodial staff members throughout the school year to maintain appropriate cleaning protocols to ensure the health and safety of

the school community. Audubon also put masks, face shields, hand sanitizers, water bottles and water bottle filling stations in place to provide as many health safeguards as possible.

## WHERE ARE WE?

### BANNEKER FACILITY

The Upper School is currently located at the OPSB # 7 Building (1111 Milan Street). This temporary facility, which we have inhabited since 2013, is plagued with environmental contaminants like mold/mildew, inadequate HVAC systems, and insufficient classroom space to meet the specialized needs of students. Additionally, this building is also due to be turned over to HANO due to a land swap negotiated by the Orleans Parish School Board by the end of the 2021-2022 school year.

In 2018, Audubon Schools applied to be sited in a new, permanent facility. NOPS approved siting for the Upper School at the Benjamin E. Banneker school site (421 Burdette Street). While answering many of the current needs of the Upper School, the Banneker facility is not without its own challenges. In its current state, including but not limited to, it will need to be painted, remediated, have minor repairs, be cleaned and sanitized, and generally brought up to a standard that characterizes an Audubon learning environment. While we acknowledge that all of the necessary adjustments may not occur initially, it is our intention to create a plan for addressing all of the needs of this facility over time.

It should also be mentioned that NOLA Public Schools has indicated that it will be unable to maintain the cost of upkeep of the Banneker facility beyond the 2021-2022 school year, at which time the cost of maintenance will shift wholly to Audubon Schools. At this time, we do not anticipate being able to afford the cost of supporting two campuses for the Upper School, so we are making plans to facilitate a move to the Banneker facility by the beginning of the 2022-2023 school year.

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*The Upper School plans to facilitate a move to the Banneker Facility by 2022.*

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### EXECUTIVE TEAM TRANSITIONS

Leadership will also see a series of transitions for the upcoming year. After eight years with Audubon, six of which were spent as the CEO, Ms. Latoye will begin her transition from Audubon on July 1, 2021.

Under her tenure, she was responsible for many different organizational improvements, including:

- led the expansion of Audubon Charter School from a school with a budget of \$8.1 M into a CMO which operates two successful schools on multiple sites with a budget of approximately \$12.9M
- secured several large six-figure grants for the Organization totaling over \$3 M
- led the extension of the Organization to a third facility which included over a \$2 M renovation

- secured a maximum length, 10-year charter renewal due to exceptional academic and fiscal performance
- led the establishment of an accredited Montessori Training Center as an additional revenue-generating center for the Organization
- created an Executive Team to include a Chief Financial Officer and other departmental support roles
- expanded intervention and special education services for students requiring additional supports

Once the new CEO steps into position, Ms. Latoye will work closely with the new CEO for a seamless transition of the Organization's operations. This transitional period will include a state of affairs of the Organization, upcoming projects, and opportunities and threats to the Audubon Community. Ms. Latoye's completion of service to Audubon will end in July, and the new CEO will assume complete duties at the start of the school year.

In addition to a new CEO, Audubon Schools will also welcome a new Principal at the Gentilly campus, Dr. Tania Coleman. Gentilly's founding Principal, Dr. David LaViscount, departed on June 11, 2021, to be in closer physical proximity to family. Before his relocation, he worked closely with "Dr. T." to ensure that she was well informed and ready to pick up the leadership mantle for the Gentilly campus.

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*Leadership will see a series of transitions this upcoming year.*

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## WHERE ARE WE HEADED?

### LOOKING FORWARD

As we look forward to other initiatives, the schools will continue to monitor the funding effects caused by the Covid-19 pandemic. In addition, staff will continue to solicit private funding to cover any anticipated budget shortfalls while mindful of the difficulties in fundraising at the time.

Facility concerns will continue to be monitored. In addition, funding plans will be covered in the *Banneker Facility Plans* outlining the broad strokes of the Banneker facility move-in.

Audubon will discuss programmatic adjustments to accommodate potential changes in unique programming, SPED, and Pre-K to support the Organization's expanding needs.

## COMPARATIVE BUDGET BY PROGRAM

Res Code	Acct Code	Revenue Source	2020-2021 Budget	2021-2022 Master Budget	0 CMO	0 Uptown	0 Gentilly	0 Broadway	0 Milan	2020-2021 Master Budget
	<b>4100</b>	<b>Federal Revenue</b>								
05	4100	IDEA part B		239,729	-	176,396	63,333	81,984	94,412	195,911
05	4100	IDEA preschool		20,898	-	6,885	14,013	6,885	-	-
01	4100	Title I		316,802	-	244,434	72,368	113,606	130,828	565,446
02	4100	Title II		43,376	-	32,618	10,758	15,160	17,458	-
06	4100	Child Nutrition		175,000	-	130,000	45,000	60,420	69,580	207,500
04	4100	LA4 - TANF		82,440	-	82,440	-	-	-	-
09	4100	Other Federal Revenue		991,792	-	774,356	217,436	359,898	414,458	-
		<b>4100 Total Federal Revenue</b>		<b>1,870,037</b>	<b>-</b>	<b>1,364,689</b>	<b>505,348</b>	<b>637,953</b>	<b>726,736</b>	<b>968,857</b>
	<b>4300</b>	<b>State Revenue</b>								
00	4300	State MFP		4,003,212	-	2,987,637	1,015,575	1,388,568	1,599,069	4,153,366
04	4300	LA4 - State		137,400	-	137,400	-	137,400	-	213,000
00	4300	Other State Revenue		375,000	-	375,000	-	-	-	545,601
		<b>4300 Total State Revenue</b>		<b>4,515,612</b>	<b>-</b>	<b>3,500,037</b>	<b>1,015,575</b>	<b>1,525,968</b>	<b>1,599,069</b>	<b>4,911,967</b>
	<b>4400</b>	<b>Local Revenue</b>								
00	4400	Local MFP	-	5,567,800	-	4,130,375	1,437,425	1,867,084	2,263,291	5,776,640
00	4400	Tuition		362,100	-	198,900	163,200	198,900	-	372,300
00	4400	Contributions and Donations		150,000	-	-	150,000	-	-	115,000
06	4400	Income from Meals		-	-	-	-	-	-	22,000
00	4400	Realized Gain/Loss		-	-	-	-	-	-	15,000
00	4400	Misc Revenue		-	-	-	-	-	-	237,500
00	4400	Other Local Revenue		-	-	-	-	-	-	129,000
		<b>4400 Total Local Revenue</b>		<b>6,094,900</b>	<b>15,000</b>	<b>4,329,275</b>	<b>1,750,625</b>	<b>2,065,984</b>	<b>2,263,291</b>	<b>6,667,440</b>
		<b>Total Revenue</b>		<b>12,480,549</b>	<b>15,000</b>	<b>9,194,001</b>	<b>3,271,548</b>	<b>4,229,905</b>	<b>4,589,096</b>	<b>12,548,264</b>
Res Code	Fct Code	Obj Code	Position/Service	Employee/Vendor	Amount	-	-	-	-	-
		<b>111 Total</b>	<b>Administrators</b>		-	1,034,113	306,519	589,126	138,468	262,511
		<b>112 Total</b>	<b>Teachers</b>		-	4,212,308	61,260	3,201,057	949,992	1,511,714
		<b>113 Total</b>	<b>Therapists</b>		-	204,725	-	145,225	59,500	56,155
		<b>114 Total</b>	<b>Secretarial</b>		-	209,470	86,470	80,000	43,000	40,000
		<b>115 Total</b>	<b>Paraprofessionals/Aides</b>		-	975,539	-	708,705	266,834	466,600
		<b>116 Total</b>	<b>Service Workers</b>		-	166,920	-	103,147	63,773	73,986
		<b>118 Total</b>	<b>Degreed Professionals</b>		-	335,378	128,063	181,054	26,261	116,054
		<b>119 Total</b>	<b>Other Salaries</b>		-	56,753	31,753	-	25,000	-
		<b>123 Total</b>	<b>Substitute Teachers</b>		-	22,500	-	15,000	7,500	7,500
		<b>130 Total</b>	<b>Extra Work Performed</b>		-	30,000	-	20,000	10,000	10,000
		<b>150 Total</b>	<b>Stipend Pay</b>		-	-	-	-	-	-
		<b>100 Total Salaries</b>			-	<b>7,247,706</b>	<b>614,064</b>	<b>5,043,314</b>	<b>1,590,328</b>	<b>2,544,520</b>
		<b>210 Total</b>	<b>Group Insurance</b>		-	534,335	46,055	378,249	110,031	190,839
		<b>225 Total</b>	<b>Medicaid/Medicare</b>		-	109,045	10,132	74,707	24,206	36,857
		<b>230 Total</b>	<b>Social Security</b>		-	90,958	-	-	90,958	-
		<b>231 Total</b>	<b>Retirement</b>		-	1,468,280	170,096	1,254,172	44,012	618,748
		<b>260 Total</b>	<b>Workman's Compensation</b>		-	132,177	12,281	90,554	29,342	44,675
		<b>200 Total Benefits</b>			-	<b>2,334,795</b>	<b>238,564</b>	<b>1,797,682</b>	<b>298,549</b>	<b>891,119</b>
	<b>1100 Total</b>		<b>General Education</b>		-	322,377	-	226,467	95,910	-
	<b>1200 Total</b>		<b>SPED</b>		-	401,300	-	201,300	200,000	-
	<b>1400 Total</b>		<b>Special Programs</b>		-	6,300	-	150	6,150	-
	<b>2100 Total</b>		<b>Pupil Support</b>		-	101,616	-	94,850	6,766	-
	<b>2200 Total</b>		<b>Instructional Staff Support</b>		-	72,430	-	67,500	4,930	-
	<b>2300 Total</b>		<b>General Administration</b>		-	118,109	-	12,275	105,834	-
	<b>2400 Total</b>		<b>School Administration</b>		-	196,149	93,094	87,075	15,980	-
	<b>2500 Total</b>		<b>Business Services</b>		-	20,740	-	9,800	10,940	-
	<b>2600 Total</b>		<b>Operations and Maintenance</b>		-	621,669	-	489,133	132,536	-
	<b>2700 Total</b>		<b>Student Transportation</b>		-	255,170	-	53,500	201,670	-
	<b>2800 Total</b>		<b>General Services</b>		-	253,685	-	251,935	1,750	-
	<b>2900 Total</b>		<b>Other Support Services</b>		-	314,783	-	74,783	240,000	-
	<b>3100 Total</b>		<b>Food Services</b>		-	213,720	-	198,720	15,000	-
		<b>Grand Total Operations</b>			-	<b>2,898,048</b>	<b>93,094</b>	<b>1,767,488</b>	<b>1,037,466</b>	<b>-</b>
		<b>Total Expenses</b>			-	<b>12,480,549</b>	<b>945,722</b>	<b>8,608,484</b>	<b>2,926,343</b>	<b>3,435,639</b>
		<b>Change in Net Assets (w/o allocation)</b>				<b>0</b>	<b>(930,722)</b>	<b>585,517</b>	<b>345,205</b>	<b>794,266</b>
		<b>Transfer in of CMO Costs</b>				0	930,722	(694,607)	(236,115)	(322,834)
		<b>Change in Net Assets</b>				<b>0</b>	<b>-</b>	<b>(109,090)</b>	<b>109,090</b>	<b>471,432</b>
										<b>811,965</b>
										<b>3,099,638</b>

## COMPARATIVE BUDGET BY FUNCTION

Res Code	Acct Code	Revenue Source	2020-2021 Budget	2021-2022 Master Budget	0 CMO	0 Uptown	0 Gentilly	0 Broadway	0 Milan	2020-2021 Master Budget
	<b>4100</b>	<b>Federal Revenue</b>								
05	4100	IDEA part B		239,729	-	176,396	63,333	81,984	94,412	195,911
05	4100	IDEA preschool		20,898	-	6,885	14,013	6,885	-	-
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02	4100	Title II		43,376	-	32,618	10,758	15,160	17,458	-
06	4100	Child Nutrition		175,000	-	130,000	45,000	60,420	69,580	207,500
04	4100	LA4 - TANF		82,440	-	-	82,440	-	-	-
09	4100	Other Federal Revenue		991,792	-	774,356	217,436	359,898	414,458	-
		<b>4100 Total Federal Revenue</b>		<b>1,870,037</b>	<b>-</b>	<b>1,364,689</b>	<b>505,348</b>	<b>637,953</b>	<b>726,736</b>	<b>968,857</b>
	<b>4300</b>	<b>State Revenue</b>								
00	4300	State MFP		4,003,212	-	2,987,637	1,015,575	1,388,568	1,599,069	4,153,366
04	4300	LA4 - State		137,400	-	137,400	-	137,400	-	213,000
00	4300	Other State Revenue		375,000	-	375,000	-	-	-	545,601
		<b>4300 Total State Revenue</b>		<b>4,515,612</b>	<b>-</b>	<b>3,500,037</b>	<b>1,015,575</b>	<b>1,525,968</b>	<b>1,599,069</b>	<b>4,911,967</b>
	<b>4400</b>	<b>Local Revenue</b>								
00	4400	Local MFP	-	5,567,800	-	4,130,375	1,437,425	1,867,084	2,263,291	5,776,640
00	4400	Tuition		362,100	-	198,900	163,200	198,900	-	372,300
00	4400	Contributions and Donations		150,000	-	-	150,000	-	-	115,000
06	4400	Income from Meals		-	-	-	-	-	-	22,000
00	4400	Realized Gain/Loss		-	-	-	-	-	-	15,000
00	4400	Misc Revenue		-	-	-	-	-	-	237,500
00	4400	Other Local Revenue		-	-	-	-	-	-	129,000
		<b>4400 Total Local Revenue</b>		<b>6,094,900</b>	<b>15,000</b>	<b>4,329,275</b>	<b>1,750,625</b>	<b>2,065,984</b>	<b>2,263,291</b>	<b>6,667,440</b>
		<b>Total Revenue</b>		<b>12,480,549</b>	<b>15,000</b>	<b>9,194,001</b>	<b>3,271,548</b>	<b>4,229,905</b>	<b>4,589,096</b>	<b>12,548,264</b>
Res Code	Fct Code	Obj Code	Position/Service	Employee/Vendor	Amount					
		111 Total	Administrators		-	1,034,113	306,519	589,126	138,468	262,511
		112 Total	Teachers		-	4,212,308	61,260	3,201,057	949,992	1,511,714
		113 Total	Therapists		-	204,725	-	145,225	59,500	56,155
		114 Total	Secretarial		-	209,470	86,470	80,000	43,000	40,000
		115 Total	Paraprofessionals/Aides		-	975,539	-	708,705	266,834	466,600
		116 Total	Service Workers		-	166,920	-	103,147	63,773	73,986
		118 Total	Degreed Professionals		-	335,378	128,063	26,261	116,054	65,000
		119 Total	Other Salaries		-	56,753	31,753	181,054	25,000	-
		123 Total	Substitute Teachers		-	22,500	-	15,000	7,500	7,500
		130 Total	Extra Work Performed		-	30,000	-	20,000	10,000	10,000
		150 Total	Stipend Pay		-	-	-	-	-	-
		<b>100 Total Salaries</b>				<b>7,247,706</b>	<b>614,064</b>	<b>5,043,314</b>	<b>1,590,328</b>	<b>2,544,520</b>
		210 Total	Group Insurance		-	534,335	46,055	378,249	110,031	190,839
		225 Total	Medicaid/Medicare		-	109,045	10,132	74,707	24,206	36,857
		230 Total	Social Security		-	90,958	-	-	90,958	-
		231 Total	Retirement		-	1,468,280	170,096	1,254,172	44,012	618,748
		260 Total	Workman's Compensation		-	132,177	12,281	90,554	29,342	44,675
		<b>200 Total Benefits</b>				<b>2,334,795</b>	<b>238,564</b>	<b>1,797,682</b>	<b>298,549</b>	<b>891,119</b>
		300 -	Purchased Educational Services			538,960	-	271,467	267,493	-
		333 -	Business Services			51,150	39,150	7,000	5,000	-
		400 -	Other Purchased Services			18,290	-	13,500	4,790	-
		400 -	Rentals			27,200	300	26,900	-	-
		400 -	Repairs & Maintenance			288,250	-	200,400	87,850	-
		400 -	Utilities			135,523	-	108,423	27,100	-
		500 -	District Fees and Insurance			378,894	-	273,360	105,534	-
		500 -	Travel			1,000	-	-	1,000	-
		500 -	Purchased Technological Services			358,380	100	333,860	24,420	-
		510 -	Student Transportation			255,170	-	53,500	201,670	-
		570 -	Food Service			213,200	-	198,200	15,000	-
		600 -	Technology, Materials and Supplies			276,923	36,944	185,200	54,779	-
		700 -	Debt Service			135,000	-	-	135,000	-
		700 -	Depreciation			179,383	-	74,383	105,000	-
		800 -	Dues and Fees			40,725	16,600	21,295	2,830	-
		<b>Grand Total Operations</b>				<b>2,898,048</b>	<b>93,094</b>	<b>1,767,488</b>	<b>1,037,466</b>	<b>3,260,031</b>
		<b>Total Expenses</b>				<b>12,480,549</b>	<b>945,722</b>	<b>8,608,484</b>	<b>2,926,343</b>	<b>12,708,657</b>
		<b>Change in Net Assets (w/o allocation)</b>				<b>0</b>	<b>(930,722)</b>	<b>585,517</b>	<b>345,205</b>	<b>(160,393)</b>
		<b>Transfer in of CMO Costs</b>				<b>0</b>	<b>930,722</b>	<b>(694,607)</b>	<b>(236,115)</b>	<b>-</b>
		<b>Change in Net Assets</b>				<b>0</b>	<b>-</b>	<b>(109,090)</b>	<b>109,090</b>	<b>(160,393)</b>



## STATEMENT OF ACTIVITIES 07/20 – 05/21

	AUDUBON UPTOWN	AUDUBON GENTILLY	AUDUBON CENTRAL OFFICE	Total	Budeted	Variance
	Actual	Actual	Actual			
<b>REVENUES AND SUPPORT</b>						
MFP revenues	\$ 570,103	\$ 387,902	-	\$ 958,005	\$ 827,501	130,504
Fee revenues	20,021	2,797	-	22,818	37,230	(14,412)
Public grants and program funding	82,240	20,265	-	102,505	172,746	(70,241)
Private grants and donations	5,586	-	65,000	70,586	24,400	46,186
Income from investments	67	25	-	92	1,250	(1,158)
Other income	86	-	600	686	25,950	(25,264)
Released from restrictions				-	-	-
Total revenues and support	678,103	410,989	65,600	1,154,692	1,089,077	65,615
<b>EXPENSES</b>						
Salaries	\$ 466,539	\$ 154,542	\$ 54,170	\$ 675,251	\$ 628,882	46,369
Benefits	152,165	25,527	18,910	196,602	158,503	38,099
Disposal	3,109	838	-	3,947	1,750	2,197
Dues	-	-	400	400	3,708	(3,308)
Food service	38,357	17,480	-	55,837	26,382	29,455
Insurance	-	-	-	-	24,386	(24,386)
Materials	18,743	10,168	1,854	30,765	21,721	9,044
Purchased services	78,318	45,098	7,483	130,899	141,845	(10,946)
Rentals	8,510	1,578	-	10,088	1,688	8,400
Repairs and maintenance	21,229	11,039	-	32,268	22,767	9,501
Travel	-	-	-	-	4,792	(4,792)
Utilities	12,890	-	-	12,890	18,292	(5,402)
Depreciation	10,487	18,092	-	28,579	15,000	13,579
Other expenses	11,719	1,227	837	13,783	1,333	12,450
Debt Service	-	-	-	-	11,500	(11,500)
Student Transportation	-	-	-	-	26,450	(26,450)
Total expenses	822,066	285,589	83,654	1,191,309	1,108,999	82,310
<b>CHANGE IN NET ASSETS</b>				<b>\$ (36,617)</b>	<b>\$ (19,922)</b>	<b>\$ (16,695)</b>
NET ASSETS - Beginning of month				5,558,097		
<b>NET ASSETS - End of month</b>				<b>\$ 5,521,480</b>		<b>\$</b>

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.

# Coversheet

## Contract Approval (Food Service Agreement)

**Section:** II. Finance Committee

**Item:** C. Contract Approval (Food Service Agreement)

**Purpose:** Vote

**Submitted by:**

**Related Material:**

Genuine\_Foods\_FSMC\_Agreement\_to\_Amend\_2021-22\_-\_French\_and\_Montessori\_Education\_Inc\_FSMC\_Signed.pdf



Louisiana Believes

**Instructions for Completing an  
Agreement Amendment for a Food  
Service Management Contract  
SY 2021-22**

**National School Lunch Program,  
School Breakfast Program, Child and  
Adult Food Care Program and  
Summer Food Service Program**

# LOUISIANA DEPARTMENT OF EDUCATION

## Instructions for Completing the Attestation And Agreement Amendment for a Food Service Management Contract

1. If a School Food Authority (SFA) would like to **amend the contract** with a Food Service Management Company (FSMC), **the SFA must first determine that a material change will not occur if the contract is amended (Page 3 of this document).**

a. **Attestation-No Material Change**-to assist in making the determination as to whether a material change has occurred, the Authorized Representative for the SFA reviews the dollar value of the initial contract and the estimated contract value for the coming school year. **If the estimated dollar value of the upcoming school year contract has a monetary increase equal to or greater than \$30,000 above the initial contract, a material change has occurred and the contract must be rebid (\$250,000 or more for SFAs that are charter schools).**

The Authorized Representative is to read each of the 4 statements on the Attestation of No Material Change. If the SFA can answer yes to the statement, check the box to the left. The authorized representative **must attest to all four statements** before making the decision to amend the present FSMC contract. If the Authorized Representative is not able to attest to all four statements, a material change has occurred in its existing contract with the FSMC and the contract must be rebid.

b. **Contract Extension**-the authorized representative certifies that the Agreement Amendment is strictly an extension of the original contract, that all terms and conditions of the contract are in full force and that no other revisions have been made to the IFB/Contract.

c. **Meal Rates**-The SFA also must also attest that the increase in meal price has not exceeded the Consumer Price Index (CPI) for All Urban consumers for Food Away from Home as of February of the year the contract is being renewed.

d. The attestation must be signed by a duly authorized representative of the SFA operating the National School Lunch and/or School Breakfast Programs.

2. The **Agreement to Amend Contract** is on pages 6-11 of this document. The Authorized Representative completes all sections highlighted in yellow.

This includes:

- The name and address of the SFA.
- The name and address of the FSMC.
- The beginning and ending date of the contract. The ending date may not extend past June 30th of the coming school year
- The fixed meal equivalent for lunch for the present school year.
- The fixed meal equivalent for lunch, breakfast, and snack for the coming school year.
- The CPI used to calculate meal prices for the contract extension.
- The SFA must complete the section stating understanding that the nonprofit school food service program account cannot be used to pay for unallowable contract costs.
- The SFA must complete the school site section. This includes all school sites included in the original FSMC contract, as well as the school sites that will be included in the contract extension. All school sites included in the contract extension must be a school site included in the original FSMC contract.
- The FSMC completes the Buy American Certification Form and returns to the SFA.
- The Authorized Representative of the SFA and the Authorized Representative of the FSMC sign and date the agreement to amend.

3. Complete the Procurement Standards of Conduct Certification Statement and maintain on file at the SFA.
4. When all documents are completed, send the following to the LDOE:
  - a. Signed Agreement Amendment
  - b. Signed Attestation Statement
  - c. Signed Buy American Certification Form
5. The contract extension is not valid until approval is received by a state agency representative.

Mail or email to: Babette Lanius  
Louisiana Department of Education  
Division of Nutrition Support  
P.O. Box 94064  
Baton Rouge, Louisiana 70804

4. If questions arise, please contact LDOE at (225) 342-2096 or (225) 342-9661.

## LOUISIANA DEPARTMENT OF EDUCATION ATTESTATION FOR French and Montessori Education, Inc. (SFA)

### Food Service Management Company (FSMC) Contracted Schools

**FSMC Contract Amendment-No Material Change-I,** Latoye Brown (Name of Authorized Rep.) as the duly authorized representative of French and Montessori Education, Inc (Name of SFA), do hereby attest that the aforementioned SFA operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773) has reviewed its existing Food Service Management Contract for all changes resulting from complying with the required change to use food based menu planning as outlined in the Final Rule, *Nutrition Standards in the National School Lunch and School Breakfast Programs* (77 FR 4088), and considered all factors outlined by USDA's guidance titled "Procurement Questions and Answers to Assist in the Implementation of the final rule titled *Nutrition Standards in the National Lunch and School Breakfast Programs*" (SP 17-2012).

By checking **ALL** of the factors below, the aforementioned SFA has determined that NO MATERIAL CHANGE has occurred in its existing contract with the FSMC and the determination was made independently by the SFA, not the FSMC.

- ☒ Changes to the dollar value of the contract for the upcoming school year are not equal to or greater than \$30,000 above the initial contract (\$250,000 or more for SFAs contracting ONLY for Charter Schools).
- ☒ Changes to the contract would not have caused bidders to bid differently if the prospective changes had existed at the time of bidding
- ☒ Prospective changes do not materially affect the scope of services, types of food/products, volume of food products, etc., in both the solicitation document and resulting contract (this includes adding additional programs ex: ASP, SFSP, CACFP)
- ☒ Documentation used to complete the aforementioned will be maintained for the duration of the contract with the existing FSMC

I certify that **no material change occurred** and this attestation is true and correct, and therefore I believe that French and Montessori Education, Inc. (Name of SFA) is **not required to rebid** its FSMC contract with Genuine Foods (Name of the FSMC) for School Year 2021-22. This determination was made independently by the SFA, not the FSMC. In addition, I understand that a review of the SFA's food service procurement is a standard process of the State Agency's Administrative Review. Noncompliance with any federal or state regulation may result in adverse action including fiscal action. Payment to the SFA may be deemed unallowable as a result of any identified noncompliance with this attestation. All unallowable costs will need to be reimbursed to the food service account from nonfederal sources.

Under the provisions of USDA, Food and Nutrition Service, I certify as a sponsor in the Child Nutrition Program, the Agreement Amendment is strictly an extension of the signed Request for Proposal and Contract. All terms and conditions of the contract shall remain in full force and effect. I understand that revisions cannot be made to the executed *Request for Proposal and Contract*. Furthermore, I understand

additional documents and/or agreements, including those developed by the contractor, cannot become a part of the executed contract.

**Meal Rates: The SFA certifies that the increase in the fixed rate for meals has not exceeded the Consumer Price Index (CPI) for Food Away from Home.** The specific CPI used will be the CPI for All Urban consumers as of February, 2021. French and Montessori Education, Inc. Name of SFA also understands the nonprofit school food service program account cannot be used to pay for unallowable contract costs. As Authorized Representative for the School Food Authority noted below, I will ensure operation of the nonprofit school food service program, including use of nonprofit school food service program account funds, is in compliance with the rules and regulations of the Louisiana Department of Education and the United States Department of Agriculture regarding Child Nutrition programs.

I understand the *Request for Proposal and Contract* and all related documents are subject to review by the LDOE and the United States Department of Agriculture at any time. I understand all contract information provided to the Louisiana Department of Education is being given in connection with the receipt of federal funds and deliberate misrepresentation may subject me to prosecution under applicable state and federal criminal statutes. Furthermore, I understand such misrepresentation could result in the loss of federal and state funding received by the School Food Authority for school-based Child Nutrition Programs.

I certify the above information provided to the state agency is true and correct.

\_\_\_\_\_  
Signature and Title of Authorized Representative

\_\_\_\_\_  
Date

## Louisiana Department of Education

### Agreement to Amend Contract

**SFA Name:** French and Montessori Education, Inc.

The School Food Authority, French and Montessori Education, Inc. (contracting agency) located at 428 Broadway Street New Orleans, LA 70118 (Complete address of the SFA), and Genuine Foods (Name of FSMC) located at (Complete address of the FSMC) have entered into a contract entitled "Request for Proposal and Contract Food Service Management Company/Vended Meal Services" regarding the Child Nutrition Programs for the contracting agency. The contracting agency and the contractor hereby agree to amend the contract as set forth below:

**Amendment to the Contract-**If the FSMC is responsible for providing the SFA with non-program foods, the FSMC shall provide written documentation of food costs and revenues to the SFA on a monthly basis. The information must include food cost for reimbursable meals, food cost for non-program foods, revenue from non-program foods, and total revenue. Non-program foods include: a la carte, catering, vending, and student stores operated, or any other sales generated through the non-profit school food service account not already described. This information is required to determine compliance with revenue from non-program foods (7 CFR Part 210.14 (f)).

**Dates:** The dates of this contract are hereby changed to become effective from: July 1, 2021 to June 30, 2022 (The date may begin on or after July 1, of the beginning of the contract year but may not end after June 30th of the end of the contract year. The amendment must be ONLY! for a one-year period and should be for the upcoming school year.

**Rates if Contract is in Year 2 or 3. If Contract is not in Year 2 or 3, check ☐ NA**

The fixed rate for lunch services for the present school year is \$3.41 (\$ value for meal equivalent). The fixed rate for lunch services is hereby changed to \$3.53 (\$ value for meal equivalent). The fixed rate for breakfast services is hereby changed to \$2.36 (\$ value for meal equivalent). The fixed rate for breakfast must be .67 of the \$ value of the meal equivalent rate for the lunch meal. The fixed rate for snack services is hereby changed to \$1.16 (\$ value for meal equivalent). The fixed rate for snack must be .33 the \$ value of the meal equivalent rate for lunch. The fixed price per meal equivalents have been computed based on the Consumer Price Index (CPI) for Food Away from Home as of February, 2021. The rate can be rounded down to 2 decimal places but not be rounded up.

**Rates if Contract is in Year 4 or 5. If Contract is not in Year 4, or 5, check ☒ NA**

The fixed rate for lunch services for the present school year is (\$ value for meal equivalent). The fixed rate for lunch services is hereby changed to (\$ value for meal equivalent). The fixed rate for breakfast services is hereby changed to (\$ value for meal equivalent). The fixed rate for breakfast must be 1/2 the \$ value of the meal equivalent rate for the lunch meal. The fixed rate for snack services is hereby changed to (\$ value for meal equivalent). The fixed rate for snack must be 1/5 the \$ value of the meal equivalent rate for lunch. The fixed price per meal equivalents have been computed based on the Consumer Price Index (CPI) for Food Away from Home as of February, 2021. The rate can be rounded down to 2 decimal places but not be rounded up.



### Meal Rates

Meal Rates	Year 1	Year 2	Year 3	Year 4	Year 5
NSLP Meal Rate	\$3.41	\$3.53			
SBP Meal Rate	\$2.28	\$2.36			
ASSP Meal Rate	\$1.13	\$1.16			
SFSP Lunch/Supper Meal Rate	\$3.41	\$3.53			
SFSP Breakfast Meal Rate	\$2.28	\$2.36			
CACFP Dinner Meal Rate	\$3.41	\$3.53			
CACFP Snack Meal Rate	n/a	n/a			
Value of the NSLP portion of the contract	\$291,555	\$301,815			
Value of the SBP portion of the contract	\$67,716	\$70,092			
Value of the ASSP portion of the contract	\$5,650	\$5,800			
Value of the SFSP portion of the contract	\$2,845	\$2,945			
Value of the CACFP portion of the contract	\$17,050	\$17,650			
Estimated Extra Sale Value of the Contract					
Total Value of the Contract	\$384,816	\$398,302			

## OFFICIAL NAME OF SITES

OFFICIAL NAME OF SITES INCLUDED IN THE ORIGINAL CONTRACT	OFFICIAL NAME OF SITES INCLUDED IN THE 2021-22 CONTRACT EXTENSION (Include the former name if applicable)
Lower School	Lower School
Upper School	Upper School
Audubon Gentilly	Audubon Gentilly

THE SFA AND FSMC AGREE TO ABIDE BY ALL APPLICABLE PROVISIONS IN 2 CFR 200-THE UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

THE SFA AND FSMC AGREE TO ABIDE BY THE PROVISIONS IN APPENDIX II OF PART 200—CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS

(A) Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal

Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or sub recipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or sub recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or sub recipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and sub grants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions

contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

## Required Contract Provisions from 2 CFR Part 200

1. **Procurement of recovered materials-** A non-Federal entity that is a state agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item **exceeds \$10,000** or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines (2 CFR Part 200.322)

2. The Sponsor and Vendor agrees to take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible (2 CFR Part 200.321)

a. the sponsor will utilize available resources such as the Hudson Initiative List and the SBA (8) A list to assist in identifying minority and women's businesses.

b. the sponsor will place qualified small and minority businesses and women's businesses on solicitation lists.

c. that the Sponsor is willing, when economically feasible, to divide total requirements into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.

d. The prime contractor, if subcontracts are to be let, agrees to take the affirmative steps as described above.

## Required Contract Provisions from 7 CFR Part 210

1. The SFA and vendor shall comply with the **Buy American Provision** for all solicitations and contracts that involve the purchase of food, USDA Regulation (7 CFR Part 250 and 7 CFR Part 210). The vendor is required to utilize, to the maximum extent practicable, domestic commodities and products.

The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practical, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR Part 210.21(d). Section 12(n) of the National School Lunch Act defines "domestic commodity or product" as an agricultural commodity that is produced in the U.S. and a food product that is processed in the U.S. Substantially means over 51% of the final processed product (by weight or volume) must consist of agricultural

commodities that were grown domestically. The Buy American provision must be followed in all procurements where funds are used from the nonprofit food service account, whether directly by an SFA or on its behalf.


Exceptions to the Buy American provision should be used as a last resort; however, an alternative or exception may be approved upon request. To be considered for the alternative or exception, the request must be submitted in writing to a designated official, a minimum of 14 days in advance of delivery. The request must include the:

A. Alternative substitute (s) that are domestic and meet the required specifications:

1. The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
2. Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

The vendor must identify all food products utilized by the Company that do not meet the definition of "domestic" on the Buy American Certification. The agreement to amend will not be approved unless a signed Buy American Certification Form is included with the amendment.

Company Name: Genuine Foods

Signature:  Title: Director of Partnerships Date: 05/14/21

SFA Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

## BUY AMERICAN PROVISION CERTIFICATION FORM FOR FOOD PURCHASES

SFA Name French and Montessori Education, Inc

The Buy American Provision (7 CFR Part 210.21(d)) requires School Food Authorities to purchase, to the maximum extent practical, domestically grown and processed foods. "Domestic" is defined as a product that is grown in the United States, or with processed food items, the product must be processed in the United States of food that is produced and grown domestically in the United States. Any product processed by a responsive vendor must contain over 51% of the food component, by weight or volume, from U.S. origin.

The vendor must include all food products proposed by the company that do not meet the definition of "domestic". This document must be included as a part of the Amendment. This document is also available on the Child Nutrition Program Website in Microsoft Word format so the vendor may add additional food items.

<b>VENDORS MUST CERTIFY EITHER: (CHECK NUMBER 1 OR 2)</b>	
<input type="checkbox"/>	1. I certify that all food products proposed by my company are 100% produced in the U.S., or processed in the U.S. with the final processed product including over 51% of food that was grown in the U.S.
<input checked="" type="checkbox"/>	2. I certify that all food products bid by my company are 100% produced in the U.S., or processed in the U.S. with the final processed product including over 51% of food that was grown in the U.S. with the EXCEPTION of the following items listed below.
NAME OF FOOD ITEM	COMPLETE BELOW AND CHECK THE APPROPRIATE REASON THE NON-DOMESTIC PRODUCT IS BID FOR EACH ITEM.
<b>Bananas</b>	This product includes            % U.S. Content. The product is grown in <input checked="" type="checkbox"/> The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality. OR <input type="checkbox"/> The cost of the U.S. product is significantly higher than the non-domestic product. List prices and unit pack size below for item to be considered: \$       /       Price of Domestic or U.S. Grown Product Per Unit  \$       /       Price of Non-Domestically Grown Product Per Unit
<b>Plantains</b>	This product includes            % U.S. Content. The product is grown in <input checked="" type="checkbox"/> The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality. OR <input type="checkbox"/> The cost of the U.S. product is significantly higher than the non-domestic product.

	<p>List prices and unit pack size below for item to be considered:</p> <p>\$ / Price of Domestic or U.S. Grown Product Per Unit</p> <p>\$ / Price of Non-Domestically Grown Product Per Unit</p>
	<p>This product includes % U.S. Content. The product is grown in</p> <p><input type="checkbox"/> The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality.</p> <p>OR</p> <p><input type="checkbox"/> The cost of the U.S. product is significantly higher than the non-domestic product.</p> <p>List prices and unit pack size below for item to be considered:</p> <p>\$ / Price of Domestic or U.S. Grown Product Per Unit</p> <p>\$ / Price of Non-Domestically Grown Product Per Unit</p>
	<p>This product includes % U.S. Content. The product is grown in</p> <p><input type="checkbox"/> The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality.</p> <p>OR</p> <p><input type="checkbox"/> The cost of the U.S. product is significantly higher than the non-domestic product.</p> <p>List prices and unit pack size below for item to be considered:</p> <p>\$ / Price of Domestic or U.S. Grown Product Per Unit</p> <p>\$ / Price of Non-Domestically Grown Product Per Unit</p>
	<p>This product includes % U.S. Content. The product is grown in</p> <p><input type="checkbox"/> The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality.</p> <p>OR</p> <p><input type="checkbox"/> The cost of the U.S. product is significantly higher than the non-domestic product.</p> <p>List prices and unit pack size below for item to be considered:</p> <p>\$ / Price of Domestic or U.S. Grown Product Per Unit</p> <p>\$ / Price of Non-Domestically Grown Product Per Unit</p>

By signing this document, the FSMC is certifying that the product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of satisfactory quality or the FSMC has provided sufficient documentation for the SFA to determine whether or not the cost of the U.S. product is significantly higher than the non-domestic product.

Company Name: Genuine Foods

Signature:  Title: Director of Partnerships Date: 05/15/21

The SFA has researched all items the FSMC is proposing to use that are non-domestic and determined that the product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality or that the cost of the U.S. product is significantly higher than the non-domestic product and is approving the use of the non-domestic product. The following website for the Agricultural Marketing Service can provide guidance to the SFA in determining if domestic products are available <https://www.ams.usda.gov/market-news/fruits-vegetables>.

SFA Name: French and Montessori Education, Inc.

Approval from Authorized Representative (Print Name): Layoye Brown



Approval from Authorized Representative (Signature): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### STANDARDS OF CONDUCT AND CERTIFICATION FOR PROCUREMENT

In accordance with 2 CFR Part **§200.318**, the following standards of conduct must be followed by all officers, employees, or agents of the non-Federal entity herein named, **French and Montessori Education, Inc.** (Name of Sponsor) that are engaged in the selection, award and administration of contracts:

- No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
- The officers, employees, and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.
- Disciplinary actions shall be applied for violations of above standards by officers, employees, or agents, up to and including termination from the program
- Officers, employees, and agents shall avoid acquisition of unnecessary or duplicative items. Consideration shall be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.
- To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, officers, employees, and agents shall make every effort to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.
- Officers, employees, and agents shall make every effort to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
- Officers, employees, and agents shall make every effort to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.
- Officers, employees, and agents shall award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. (See also **§200.212** *Suspension and debarment*)
- Officers, employees, and agents shall maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.



- Officers, employees, and agents shall use a time and materials type contract\* only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk.

*\*Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:*

*(i) The actual cost of materials; and*

*(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit. (See §200.319(J2) for further detail)*

- Officers, employees, and agents of French and Montessori Education, Inc. (Sponsor), shall do the following:
  - Accept full responsibility, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims.
  - Make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition, including procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, in accordance with **§200.324**

*These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.*

## PROCUREMENT STANDARDS OF CONDUCT CERTIFICATION STATEMENT

I, Latoye Brown (Authorized Representative) for French and Montessori Education, Inc. (Sponsor) hereby certifies the following:

- Officers, employees, and agents shall conduct all procurement transactions in a manner providing full and open competition consistent with the standards of **§200.319**, (inclusive of written procedures for procurement transactions that:
  - Ensure clear and accurate description of technical requirements for the material, product, or service to be procured
  - Identify all requirements which must be fulfilled by offerors and all factors to be used in the evaluation of bids and proposals
  - Ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition
  - Ensure that potential bidders are not precluded from qualifying during the solicitation period
- Officers, employees, and agents shall conduct all procurement transaction, using one of the methods of procurement noted in **§200.320** (*micro-purchases, small purchase, sealed bids, competitive proposals, non-competitive proposals*\*)

***\*See §200.320(c) for listing of criteria that must be established in order to utilize non-competitive proposals***

- Officers, employees, and agents shall take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible, in accordance with **§200.321**.
- Officers, employees, and agents shall comply with the procurement of recovered materials, as specified in **§200.323**.
- Officers, employees, and agents shall perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold, including contract modifications, in accordance with **§200.324**.
- Officers, employees, and agents shall ensure that the bonding requirements are followed, in accordance with **§200.326**.
- Officers, employees, and agents shall ensure that the all contracts contain the applicable provisions described in Appendix II to Part 200, in accordance with **§200.327**.
- Officers, employees, and agents shall comply with the retention requirements for records, in accordance with **§200.334**.
- Officers, employees, and agents shall provide access to records, in accordance with **§200.337**.
- Officers, employees, and agents shall adhere to the Cost Principles contained in Subpart E **§200.400 - §200.476**

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Authorized Representative

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Date

# Coversheet

## Academic Report

<b>Section:</b>	IV. CEO's Report
<b>Item:</b>	A. Academic Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	2021 State of the School Draft.docx.pdf



## Audubon Charter School

### State of the School Report

June 19, 2021

PERFORMANCE OUTCOME	GOAL	DATA	JUNE 2021-2022 GOALS	KEY STRATEGIC ISSUES															
ACADEMIC ACHIEVEMENT																			
State Tests	1. Students at Audubon Schools in each grade level will perform at mastery or above on LEAP 2025 at a higher rate than the district or state.	Test scores are not yet available for the 2021 testing cycle. No tests were administered during the 2020 testing cycle.	-The percentage of students scoring at the Mastery or above levels will increase at every grade level.	-The test scores which will be released later this summer will represent a new baseline for students and will include potential learning loss issues.															
	2. By the end of each school year, 90% of students enrolled at Audubon Schools will pass the Algebra I EOC with a score of Approaching Basic or above.	<table><tr><td># Students Tested</td><td>72</td></tr><tr><td># Students Passing Score</td><td>62</td></tr><tr><td>% Pass Rate</td><td>86%</td></tr></table> <p>*Pass Rate is 93% excluding students with academic disabilities</p>	# Students Tested	72	# Students Passing Score	62	% Pass Rate	86%	-90% of students enrolled in Algebra I will successfully complete the Algebra I EOC with a passing score	-The current testing cycle also includes scores of “0” for a number of students whose families opted out of testing.  -Current population of students with exceptionalities continues to climb (17%-Uptown, 26%-Gentilly, District average @ 13%)									
# Students Tested	72																		
# Students Passing Score	62																		
% Pass Rate	86%																		
Proficiency Assessments	1. By the end of each school year, 80% of students at Audubon Schools Uptown will successfully pass the A1, A2, B1 and B2 DELF exams.	<table><tr><td></td><td>A1</td><td>A2</td><td>B1</td><td>B2</td></tr><tr><td># Students Tested</td><td>13</td><td>26</td><td>23</td><td>8</td></tr><tr><td># Students Passin</td><td>10</td><td>25</td><td>21</td><td>5</td></tr></table>		A1	A2	B1	B2	# Students Tested	13	26	23	8	# Students Passin	10	25	21	5	-90% of students will successfully pass the A1, A2, and B1 exams. -Given the high rigor of B2 DELF exams (allows a student to enter a French university) and the optional nature of this test for motivated students, 70% of students will pass the B2 exam.	-It continues to be a priority to raise funds so that scholarships can be offered to ensure that all students will be able to take the DELF exam.
	A1	A2	B1	B2															
# Students Tested	13	26	23	8															
# Students Passin	10	25	21	5															

		<table><tr><td>g Score</td><td></td><td></td><td></td><td></td></tr><tr><td>% Pass Rate</td><td>77 %</td><td>96 %</td><td>91 %</td><td>63 %</td></tr></table> <p>*B1, B2 pending final validation</p>	g Score					% Pass Rate	77 %	96 %	91 %	63 %		
g Score														
% Pass Rate	77 %	96 %	91 %	63 %										
<b>Diagnostic Tests</b>	1. By the end of the school year, 70% or more of students will score at grade level or better as measured by the MAP Reading test.	<b>-See Appendix 1.</b>		At the end of the year, 70% or more of students at all grade levels will score at grade level or better as measured by the MAP Reading test	-Some distance learning students were unable to be tested and are not reflected in the score summary. In spite of their absence, this represents a more realistic representation of where students ended the year and also their approximate learning loss as well.									
	2.By the end of each school year, 70% or more of students will score at grade level or better as measured by the MAP Math test.	<b>-See Appendix 1.</b>		At the end of the year, 70% or more of students at all grade levels will score at grade level or better as measured by the MAP Math test.										
STUDENT ATTENDANCE														
<b>Attendance</b>	1. Audubon Schools annual attendance rate will be 95% or higher.	<table><tr><td>Annual Attendance Rate</td><td>94.97%</td></tr></table>		Annual Attendance Rate	94.97%	Audubon's annual attendance rate will be 95% or higher.								
Annual Attendance Rate	94.97%													
STUDENT ENROLLMENT & RETENTION														

Enrollment Rate & Retention Rate	1. Audubon Schools Uptown enrollment will be at least 95% of projected enrollment during each year.	<table><tr><td>School</td><td>Actual Enrollment Count</td><td>Projected Enrollment</td></tr><tr><td>Audubon Uptown French</td><td>439</td><td>450</td></tr><tr><td>Audubon Uptown Montessori</td><td>389</td><td>473</td></tr></table>	School	Actual Enrollment Count	Projected Enrollment	Audubon Uptown French	439	450	Audubon Uptown Montessori	389	473	At least 95% of the projected enrollment will enroll in Audubon Schools Uptown.	-Enrollment, including maintenance of the waitlist and filling empty spots, is governed and maintained by EnrollNOLA. They determine the pace at which gaps in enrollment are filled which can be problematic in ensuring complete enrollment is maintained in all programs. -	
	School	Actual Enrollment Count	Projected Enrollment											
	Audubon Uptown French	439	450											
Audubon Uptown Montessori	389	473												
2. Audubon Schools Gentilly enrollment will be at least 95% of projected enrollment during each year	<table><tr><td>School</td><td>Actual Enrollment Count</td><td>Projected Enrollment</td></tr><tr><td>Audubon Gentilly</td><td>236</td><td>253</td></tr></table>	School	Actual Enrollment Count	Projected Enrollment	Audubon Gentilly	236	253	At least 95% of the projected enrollment will enroll in Audubon Schools Gentilly.						
School	Actual Enrollment Count	Projected Enrollment												
Audubon Gentilly	236	253												
3. Audubon Schools' retention rate will be above the district average.	Gentilly 2020-21 Retention: 96.65% Uptown 2020-21 Retention: 93.6%													
STAFF RETENTION & RECRUITMENT														
Staff Retention	1. The annual rate of voluntary teacher attrition, excluding teachers who leave to attend graduate school, will be less than 10%	<table><tr><td>Total Staff</td><td>162</td></tr><tr><td># Staff exits</td><td>18</td></tr><tr><td>Retention Rate</td><td>89%</td></tr><tr><td>CODOFIL Turnover</td><td>2</td></tr><tr><td>Involuntary Exits</td><td>2</td></tr></table>	Total Staff	162	# Staff exits	18	Retention Rate	89%	CODOFIL Turnover	2	Involuntary Exits	2	1. The annual rate of voluntary teacher attrition, excluding teachers who leave to attend graduate school, will be less than 10%	-Lower pay scales at all positions has made it difficult to attract and retain newly hired talent for both campuses -Involuntary Exits consists of faculty whose contracts were not being renewed.
Total Staff	162													
# Staff exits	18													
Retention Rate	89%													
CODOFIL Turnover	2													
Involuntary Exits	2													

<b>Staff Recruitment</b>	2. 90% of vacant staff positions will be filled by May of each school year	<table><tr><td># Vacancies</td><td>3</td></tr><tr><td># Hired</td><td>18</td></tr><tr><td>% Hired</td><td>97%</td></tr></table>	# Vacancies	3	# Hired	18	% Hired	97%	2. 90% of vacant staff positions will be filled by May of each school year	
# Vacancies	3									
# Hired	18									
% Hired	97%									
FAMILY INVOLVEMENT & SATISFACTION										
<b>Family Involvement</b>	1. All families will meet a commitment of at least 20 hours per year volunteered to the school.	DID NOT TRACK	1. 70% of families will meet a commitment of at least 20 hours per year volunteered to the school.	Volunteer hours will be tracked in Parent Square. The feature will be turned on for all campuses. Audubon staff can report and parents can self-report. We can run a report from Parent Square to track hours per campus						
<b>Family Satisfaction</b>	1. Each year, 75% of families will report being Satisfied or Highly Satisfied with the overall quality of Audubon's academic program and community culture.		1. Each year, 75% of families will report being Satisfied or Highly Satisfied with the overall quality of Audubon's academic program and community culture.	We are planning to send out prior year satisfaction surveys in Fall 2021.						
FINANCE										
<b>Finance (taken from the Charter School Accountability Framework)</b>	1. Audubon will maintain a debt to asset ratio that is less than or equal to 0.9	0.30	Audubon will continue to monitor key financial metrics to ensure we meet or exceed benchmarks.	<b>-All financial metrics are as of FY21 Q. 3 Reporting</b>  <b>-The audit findings were based on the assumption that the entirety of the PPP loan would be forgiven. Notification was sent by Hancock Whitney stating</b>						
	2. Audubon will not be in default of any loan covenant or delinquent with debt service.	NOT IN DEFAULT	Audubon will continue to follow best business practices to stay in compliance with any loan covenant or debt service requirements.							



	3. Audubon will maintain sound financial reserves of at least 10% (unrestricted net assets/total expenses)	0.61	Continue to use sound financial stewardship of funds to exceed regulatory benchmarks and requirements.	<b>that the PPP loan was fully forgiven.</b>
	4. Audubon will receive an annual unqualified audit with no findings deemed to be significant, material or internal control weakness	<b>Unqualified Audit with no significant, material, internal control weaknesses and/or deficiencies</b>	Continue to monitor systems within the organization to minimize the risk of material findings or misstatements.	<b>-As of FY21 Q.3, Audubon Schools Preliminary Rating with NOLA Public Schools is "In Good Standing". All CSAF Metrics were met. Three of the four additional metrics also met best practice. The metric which measures Total Margin for the Quarter did not meet best practice with a measure of -0.04.</b>  <b>The Finance Committee continues to revise Finance policies and procedures</b>

## Appendix 1.

### MAP Spring 2021 Test Scores

#### MATH

	Gentilly				Uptown				
	Avg.	Hi Avg.	High	Total	Avg.	Hi Avg.	High	Total	
<b>K</b>	<b>29%</b>	<b>21%</b>	<b>29%</b>	<b>79%</b>	<b>24%</b>	<b>20%</b>	<b>13%</b>	<b>57%</b>	
<b>1</b>	<b>16%</b>	<b>0%</b>	<b>26%</b>	<b>42%</b>	<b>18%</b>	<b>12%</b>	<b>11%</b>	<b>41%</b>	
<b>2</b>	<b>17%</b>	<b>17%</b>	<b>8%</b>	<b>42%</b>	<b>18%</b>	<b>13%</b>	<b>13%</b>	<b>44%</b>	
<b>3</b>	<b>18%</b>	<b>14%</b>	<b>9%</b>	<b>41%</b>	<b>23%</b>	<b>26%</b>	<b>7%</b>	<b>56%</b>	<b>50%</b>
<b>4</b>	<b>30%</b>	<b>0%</b>	<b>5%</b>	<b>35%</b>	<b>23%</b>	<b>27%</b>	<b>18%</b>	<b>68%</b>	
<b>5</b>					<b>16%</b>	<b>12%</b>	<b>12%</b>	<b>40%</b>	
<b>6</b>					<b>16%</b>	<b>23%</b>	<b>5%</b>	<b>44%</b>	
<b>7</b>					<b>30%</b>	<b>19%</b>	<b>25%</b>	<b>74%</b>	
<b>8</b>					<b>23%</b>	<b>18%</b>	<b>15%</b>	<b>56%</b>	<b>56%</b>
<b>Campus Avg.</b>				<b>48%</b>				<b>53%</b>	

**ELA/Reading**

	<b>Gentilly</b>					<b>Uptown</b>				
	<b>Avg.</b>	<b>Hi Avg.</b>	<b>High</b>	<b>Total</b>		<b>Avg.</b>	<b>Hi Avg.</b>	<b>High</b>	<b>Total</b>	
<b>K</b>	<b>26%</b>	<b>17%</b>	<b>22%</b>	<b>65%</b>		<b>10%</b>	<b>15%</b>	<b>17%</b>	<b>42%</b>	
<b>1</b>	<b>21%</b>	<b>16%</b>	<b>16%</b>	<b>53%</b>		<b>22%</b>	<b>20%</b>	<b>14%</b>	<b>56%</b>	
<b>2</b>	<b>25%</b>	<b>21%</b>	<b>21%</b>	<b>67%</b>		<b>18%</b>	<b>15%</b>	<b>34%</b>	<b>67%</b>	
<b>3</b>	<b>5%</b>	<b>19%</b>	<b>33%</b>	<b>57%</b>		<b>14%</b>	<b>19%</b>	<b>39%</b>	<b>72%</b>	<b>59%</b>
<b>4</b>	<b>22%</b>	<b>22%</b>	<b>22%</b>	<b>66%</b>		<b>14%</b>	<b>23%</b>	<b>39%</b>	<b>76%</b>	
<b>5</b>						<b>14%</b>	<b>26%</b>	<b>21%</b>	<b>61%</b>	
<b>6</b>						<b>22%</b>	<b>21%</b>	<b>23%</b>	<b>66%</b>	
<b>7</b>						<b>11%</b>	<b>31%</b>	<b>31%</b>	<b>73%</b>	
<b>8</b>						<b>21%</b>	<b>23%</b>	<b>21%</b>	<b>65%</b>	<b>68%</b>
<b>Campus Avg.</b>				<b>62%</b>					<b>64%</b>	

# Coversheet

## Operations Report

<b>Section:</b>	IV. CEO's Report
<b>Item:</b>	C. Operations Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	June 2021 Operations Dashboard.pptx



# Operations Dashboard

## June 2021

# 2020-21 Student Demographics

Demographics	Audubon French	Audubon Montessori	Audubon Gentilly
<b>*Total Students Served</b>	407	462	250
<b>Special Education</b>	13.76%	19.26%	26.80%
<b>Gifted/Talented</b>	22.85%	18.18%	12.80%
<b>ELL</b>	1%	2.10%	2%
<b>Free/Reduced Lunch</b>	31.20%	60.60%	58.80%
<b>Attendance %</b>	95.63%	95.82%	93.35%

\*Represents all students served including those that were not with us the entire year.



- Over 133,000 meals were served this year (all students were able to eat free)
- More than 30 hotspots were provided to families
- We were a one to one school this year, so all students had individual chromebooks

# 2021-2022 Enrollment

School	PK3	PK4	K	1st	2nd	3rd	4th	5th	6th	7th	8th	Grand Total
Audubon Charter School French		19	52	47	46	47	38	41	31	37	28	386
Audubon Charter School French Tuition		20										20
Audubon Charter School Montessori	7	10	51	47	44	44	44	44	51	51	50	443
Audubon Charter School Montessori Tuition	8	11										19
Audubon Gentilly	8	18	55	41	42	38	55	48				305
Audubon Gentilly Tuition	15	17										32
Grand Total	38	95	158	135	132	129	137	133	82	88	78	1205

School	Projected Enrollment	Enrollment after Round 2
Audubon French	412	406
Audubon Montessori	473	462
Audubon Gentilly	330	337



# Coversheet

## Development Report

<b>Section:</b>	IV. CEO's Report
<b>Item:</b>	D. Development Report
<b>Purpose:</b>	FYI
<b>Submitted by:</b>	
<b>Related Material:</b>	June 2021 Development Board Report.pdf

## Development Report for F.A.M.E. Board Meeting June 19, 2021

Fundraiser	19-20 Goal	19-20 Net	20-21 Goal	20-21 Net	Over/Under
Cool Zoo	\$15,000.00	\$ 10,215.00	\$ _____		
City Park	\$20,500.00	\$ 700.00	\$ _____		
Fais De Do	\$15,000.00	\$ 1,400.00	\$ _____		
Kindness Campaign	\$15,000.00	\$ 14,298.00	\$ 10,000.00		
Audubon Annual Fund	\$50,000.00	\$ 32,054.00	\$ 40,000.00	\$46,356.50	\$6,356.50
GiveNOLA Day	\$10,000.00	\$ 14,180.00	\$ 15,000.00	\$17,971.00	\$2,971.00
Giving Tuesday				\$10,030.50	
Grants	\$300,000.00	\$ 135,000.00	\$ 45,000.00	\$339,980.00	\$279,980.00
Other			\$ 5,000.00	\$2,915.00	(\$2,085.00)
	\$425,500.00	\$ 207,847.00	\$ 115,000.00	\$389,251.50	\$287,222.53

### Audubon Annual Fund:

- General Appeal Theme: Resilient Rarebirds
- 65 Donors, average gift of \$256.40
- TOTAL: \$22,682.3

### Giving Tuesday 2020:

- 59 Donors, average gift of \$164.43
- TOTAL: \$10,030.50

### GiveNOLA Day 2021:

- Exceeded our goal by \$2,971, TOTAL donations of \$17,971 without additional Lagniappe Funds
- 155 Donors, average gift of \$138.24

### Grants FY 20-21:

Committed/Banked: \$339,980.00

Submitted/Pending: \$64,000.00

### Committed/Banked

Funder	Amount Requested	To Benefit	Amount Awarded
Charter School Growth Fund	\$0	Unrestricted	\$60,000
Dollar General Literacy Foundation	\$3,980	Reading Intervention at all campuses	\$3,980
W.K. Kellogg Foundation	\$150,000	Special Education and Intervention Personnel and Supports for Gentilly	\$150,000
Pro Bono Publico	\$15,000	Social Emotional Learning programs	\$15,000
New Schools New Orleans	\$10,000	Professional Development package with TNTP for Gentilly	\$10,000
RosaMary Family Foundation	\$50,000	Expanding the use of digital learning software and assessments	\$35,000

New Schools for New Orleans	\$5,000	Partnership with STEM NOLA for STEAM programming and PD at Gentilly	\$6,000
New Schools for New Orleans	\$30,000	Summer Learning Loss Initiative (Camp)	\$30,000
Selley Foundation	\$35,000	Equipment and supplies for STEAM-based programming	\$15,000
Keller Family Foundation	\$35,000	Equipment and supplies for STEAM-based programming	\$15,000

**Submitted/Pending**

<b>Funder</b>	<b>Amount Requested</b>	<b>To Benefit</b>	<b>Probability</b>
GPOA Foundation	\$15,000	Early childhood STEAM programming	Medium
FACE Foundation	\$7,500	Closing Literacy and Fluency Gaps at Uptown (updated reading materials)	Low
Frances R. Dewing Foundation	\$14,000	Pilot a STEAM program in our early childhood classes at both schools	Low
Frost Foundation	\$25,000	Partnership with STEM NOLA for STEM Coach in Residence to support STEAM programming	Low
GENYOUth Funds	\$2,500	Equipment and supplies for community feedings	Low