APPROVED

Jefferson RISE

Minutes

Full Board Meeting

Date and Time
Wednesday September 11, 2019 at 6:00 PM

Location
501 Lapalco Blvd Gretna, LA

In full compliance with Open Meeting Law, Jefferson RISE posts all agendas at least 24-hours prior to the meeting at the Jefferson RISE Office and online at www.jeffersonrise.org. Minutes are available online after they have been approved at the following meeting.

Directors Present
Diane Jackson, John Hummel, Shondra Williams, Dr.

Directors Absent
None

Ex Officio Members Present
Kathleen Sullivan

Guests Present
Mona Chawla, Tanya Lewis, Trent Mackey

I. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

Diane Jackson called a meeting of the board of directors of Jefferson RISE to order on Wednesday Sep 11, 2019 at 6:04 PM.

C. Approve Minutes - 6-26-2019

John Hummel made a motion to approve minutes from the Board Meeting on 06-26-19 Board Meeting on 06-26-19.
Diane Jackson seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Approve Minutes

A. Approve 7-31-2019 Board Minutes

Diane Jackson made a motion to approve minutes from the Board Meeting on 07-31-19 Board Meeting on 07-31-19.
Shondra Williams, Dr. seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Development

A. Update on Partnership

Board members shared ideas on opportunities for donors to plug in to RISE.
Internship – hiring and giving development on good money management, opening bank accounts.
New facilities – security system
Books
Reading intervention

IV. Facility

A. Update on facility design and construction update

J. Hummel shared that the design is on track and will look at plans that have been designed. Mechanical has been a big piece of utilizing what exists. Security meeting upcoming. Flow of traffic. Review of design and building permits is in the works.

V. Finance

A. Update on Financials

K. Sullivan provided an updated on the closing of July and August financials, and the process of the financial audit.

B. Discuss draft of Fiscal Policies and Procedures

C. Approve Fiscal Policies and Procedures

Vote on the fiscal policies and procedures will be done at the next board meeting.
Board discussed threshold for Head of School approving financial needs of the school.
Board shared thoughts with Head of School. Recommendations given by the board.

D. Discuss salary adjustment proposal

Item moved into the end of the agenda.
Board went into executive session to discuss K. Sullivan's proposed salary adjustment.
Board recommends put forth a salary line item system to update the budget.

E. Approve Hancock Whitney as bank

John Hummel made a motion to to approve Hancock Whitney as Jefferson RISE's financial institution of choice with a resolution to open three accounts with Hancock Whitney (general, friends, and food accounts) at this point in time.
Shondra Williams, Dr. seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Governance

A. Approve New Board Members

Shondra Williams, Dr. made a motion to to approve Mona Chawla, Tanya Lewis, and George Jackson as board members.
John Hummel seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Tanya Lewis as Treasurer

Diane Jackson made a motion to to approve Tanya Lewis as Treasurer.
John Hummel seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve Mona Chawla as Secretary

Board approved changing the agenda to reflect George Jackson to be voted in as Secretary.
Diane Jackson made a motion to to approve George Jackson as secretary.
John Hummel seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Head of School Report

A. Head of School Report

K. Sullivan gave an update on the culture of the school and the positive things going on with our scholars.
Diagnostic testing done recently.
K. Goss continues to provide insights and advice in the area of academic achievement and Head of School shared the growth grades for each grade.

VIII. Other Business

A. Consent Agenda - Approve Speech by Design contract

John Hummel made a motion to to approve the Speech By Design contract.
Shondra Williams, Dr. seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Consent Agenda - Approve Leading Educators Contract

John Hummel made a motion to to approve the Leading Educators contract.
Shondra Williams, Dr. seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Closing Items

A. Adjourn Meeting

John Hummel made a motion to adjourn the meeting.
Shondra Williams, Dr. 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 7:28 PM.

Respectfully Submitted,
Diane Jackson