

# Helix Network of Educational Choices

## Minutes

### Helix Mentorship STEAM Academy

Board Meeting

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#### Date and Time

Thursday August 26, 2021 at 8:00 AM

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#### Certification of Meeting Conducted Pursuant to La. R.S. 42:17.1

In accordance with La. R.S. 42:17.1 this notice shall serve as certification of Helix Network of Educational Choices' (the "School Board") inability to otherwise operate in accordance with the Louisiana Open Meetings Law due to such a meeting being detrimental to the health, safety, and/or welfare of the public as a result of the public health emergency, as declared by the Governor of the State of Louisiana due to the threat posed to public safety by the COVID-19 outbreak on March 11, 2020, via Proclamation Number 25 JBE 2020, as amended, renewed and extended (collectively the "Public Health Emergency Proclamations").

The School Board will provide for attendance at its essential government meeting on August 26, 2021 via video or telephone conference. It is essential that the School Board continue to operate to conduct essential business of the school. Due to the underlying health concerns of several members of the School Board, which could be negatively affected by COVID-19, the School Board will not be able to obtain a quorum of the members of the School Board and will otherwise be unable to operate due to quorum requirements. Further, the agenda of the meeting is limited to one or more of the following:

1. matters that are directly related to the charter school's response to the COVID-19 emergency and are critical to the health, safety, or welfare of the public.
1. matters that if they are delayed will cause curtailment of public education services.
- c. matters that are critical to continuation of the business of the charter school and that are not able to be postponed to a meeting held in accordance with the other provisions of the Open Meeting law due to a legal requirement or other deadline that cannot be postponed or delayed by the charter school.

Considering the foregoing, and in accordance with La. R.S. 42:17:1 and the Public Health Emergency Proclamations, the School Board's meeting on August 26, 2021 at 8:00 a.m. will be

held via video or telephone conference and in a manner that will allow for observation and input by members of the public, as set forth below:

Join Zoom Meeting

<https://helixcommunityschools-org.zoom.us/j/88264994651?pwd=emtSNUY0ekJxL2QvUm9LeGhWSy9Ddz09>

Meeting ID: 882 6499 4651

Passcode: 120122

One tap mobile

+13126266799,,88264994651#,,,,\*120122# US (Chicago)

+16465588656,,88264994651#,,,,\*120122# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 882 6499 4651

Passcode: 120122

Find your local number: <https://helixcommunityschools-org.zoom.us/u/kdZd5VPKIM>

The meeting may be assessed by live stream and virtual comment portal. Information on submission of comments and attendance at the meeting is posted on the school website: <https://www.helixmentorshipacademy.org>. All public comments will be properly identified and acknowledged during the meeting.

Certified this 24 day of August, 2021.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

School: \_\_\_\_\_

The Mentorship STEAM Academy or its committees reserve the right to enter into Executive Session, if needed. In accordance with Americans with Disabilities Act, if you need special assistance at a public meeting of Mentorship STEAM Academy, please contact the Office Manager at 225.346.5180 or email at [t.thomas@mentorshipbr.org](mailto:t.thomas@mentorshipbr.org), describing the assistance that is necessary.

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**Directors Present**

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A. Cooper (remote), C. Cornett (remote), L. Young (remote), M. Victorian (remote), V. Sizer (remote)

### **Directors Absent**

R. Chatelain, W. Berthelot

### **Guests Present**

A. Domingue (remote), L. Thrower (remote), M. Dunn (remote), Maggie Mentz (remote), N. Millender (remote), P. Castille, Jr. (remote), P. McMurray (remote), R. Webb (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

A. Cooper called a meeting of the board of directors of Helix Network of Educational Choices to order on Thursday Aug 26, 2021 at 8:04 AM.

## **II. Approval of the Agenda**

### **A. Approve agenda**

L. Young made a motion to approve agenda.  
C. Cornett seconded the motion.  
The board **VOTED** to approve the motion.

## **III. Public Comments**

### **A. Public Comments**

No public comments.

## **IV. Approval of the Minutes**

### **A. July 2021 Board Meeting Minutes**

M. Victorian made a motion to approve minutes.  
L. Young seconded the motion.  
The board **VOTED** to approve the motion.

## **V. Finance Report - Michael Dunn**

### **A. Approval of Budget 2021-2022**

Michael Dunn presented 2021-22 Budget  
C. Cornett made a motion to approve 2021-22 budget.

M. Victorian seconded the motion.

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

## **B. Year End Financial Statements**

Mike Dunn presented financial statements. Highlights included:

- Notification from Regions that full PPP loan was approved and forgiven

## **VI. Academics Report - Dr. Angela Domingue**

### **A. Review of HMSA 2020-21 Academic Performance**

- Accountability results not calculated for 2020.
- Currently 69.2 "C" which is carried over from 2019.

### **B. Review of Curriculums**

- Core Content includes Tier I curriculum, including Wit & Wisdom, Eureka Math (College Board SpringBoard) , LA Department of Education, and AmplifyScience.

### **C. Dual Enrollment**

### **D. Strengthening of Arts Curriculum**

### **E. Review of Extra Curricular Activities**

### **F. Covid Protocols**

### **G. Diagnostic Testing**

## **VII. Operations Report - Ne'Shira Millender & Lisa Thrower**

### **A. Minor Renovation Projects - Painting, Tile Installation, & Stairwells**

Lisa Thrower presented the operations report for Helix Mentorship. Highlights included:

- Helix Mentorship has been increasing security as it relates to the pandemic.
- Hand sanitizers stations and thermo-scanner are being utilized.
- One nurse is being shared between all three schools. All Covid cases are handled by the nurse.
- Several projects have been completed to date:
  - 16 classrooms received tile
  - stairwells front and back railings replaced and resurfaced.
- All Helix Mentorship students have been issued brand new chromebooks based on ESSER funds.

- Helix Aviation students have received 80 chromebooks and Helix Legal students have received 50 chromebooks.

## **B. Major Renovation Projects: Plumbing, Elevators & Weight Room Construction**

Major renovations to Mentorship's facility include:

- New elevators to be installed at the same cost of renovations.
- Quotes are pending for hot water pipe to be replaced.
- A weight room will be added to the property.

## **C. Transportation Update**

Transportation Update:

- Bus fleet currently has 14 routing buses and 2 spare buses.
- Seating charts have been implemented for every student.
- Bus drivers are also taking photos during morning and afternoon routes.

## **D. Food Service Update**

- Food Services update for Mentorship and Legal:
  - Approximately 210 breakfast meals served daily
  - Approximately 300 lunch meals served daily

## **VIII. Human Relations - Lakeisha Robichaux & Tabitha Chrisentery**

### **A. Transition of HMSA team to HCS**

Lakeisha presented Human Resources update. Highlights included:

- Helix Community schools became employer of record for Mentorship employees effective August 2, 2021 and are currently updating and transitioning employee records.
- Open enrollment became effective August 2.
- Enrollment of all employees to be completed by the end of month.

### **B. Transition of benefits plans to HCS**

## **IX. Recruitment Report - Robert M. Webb, Jr.**

### **A. Wrap up of SY 2021-22 Recruitment Season**

Robert Webb presented the Recruitment Report. Highlights included:

- Revising and refining recruitment, enrollment and retention plan.
- Recruitment efforts will increase community outreach, including recruiting ant Walmart, pop-ups, Little League Events

- Developing a marketing budget to continue advertising through billboards, canvassing, radio, digital, streaming, mailouts and school visits.
- Will communicate expectations to staff as to expectations as it relates to recruiting.
- Will implement Powerschools for the upcoming school year to streamline application and enrollment process.'
- Retention
  - 53% students moved in parish, 32% moved out of parish, 9% moved to virtual, 6% unknown.
  - Due to the pandemic and parents moving, Mentorship will increase focus on retention to include increased surveys to gauge parent satisfaction, intent to return and identify other areas for improvement.

## **B. Start up of SY 2022-23 Recruitment Season**

## **C. SY 2022-23 Recruitment Plan & Calendar (Deadlines, Events, Community Engagement)**

## **X. HCS President's Report - Preston Castille**

### **A. Enrollment Update**

P. Castille presented president's report. Highlights included:

- Helix Mentorship Enrollment
  - enrollment original projection was 492 students
  - 295 actual returning students, 131 new students for total enrollment of 426 students
  - 69 students did not return resulting in a 19% attrition rate
  - \$1 million dollar projected budget shortfall
- Helix Aviation Enrollment
  - Target enrollment goal was 70 students
  - 73 applications received, 56 students enrolled
- Helix Legal Enrollment
  - Target enrollment was 40 students
  - 33 applications received, 21 students enrolled

### **B. Fundraising/Development Activities**

## **XI. Closing Items**

### **A. Adjourn Meeting**

C. Cornett made a motion to adjourn meeting.

L. Young 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 9:02 AM.

Respectfully Submitted,  
A. Cooper