

JCFA Board of Governance
Special Meeting
Minutes
Join Zoom Meeting
July 9, 2021
Immediately Following Prior Meeting or 4PM

Join Zoom Meeting

<https://us02web.zoom.us/j/82355301433?pwd=RnlzdDNWTmtGMkNxeWMra3RtbGp4dz09>

Meeting ID: 823 5530 1433

Passcode: 757021

Agenda

- Welcome: Alison, David, Nikki, Leslie at 3:52pm Friday July 9th
- VOTE: Approval of meeting mins from the Special Meeting of JCFA's BOG on June 9, 2021 at 3:45PM
 - Alison motioned to waive the reading and to approve the meeting minutes, David seconded, all approved.
- VOTE:Adjourn
 - Motion by Nikki and seconded by Alison to approve, all approved. 3:55PM on July 9th

**JCFA Board of Governance
Special Meeting**

Minutes

Join Zoom Meeting

July 9, 2021

3:45PM

Join Zoom Meeting

<https://us02web.zoom.us/j/83871853511?pwd=ZFIZNUtYSU55bE1zMDVnUXF2Y2hVZz09>

Meeting ID: 838 7185 3511

Passcode: 933195

Agenda

- Welcome
 - In attendance for the meeting Alison, Luis, Leslie, David, Nikki, meeting started at 3:45PM on Friday, Jul 9, 2021
- VOTE: JCFA BOG formally request that BESE update the address of W1A's annex location to 2106 Deerfield, Terrytown via an approved material amendment request
 - Motion by Alison and 2nd David to formally request that BESE update the address for the annex location of W1A to reflect a move from 475 Manhattan Blvd., Harvey to 2106 Deerfield Rd. Terrytown.
- VOTE:Adjourn by Alison and 2nd by Stephen

JCFA BOG Special Meeting

Public Comment on 2021/2022 Budget

5:00PM Via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/86402234336?pwd=NEIPZ0dJanZ1WExHbEQxT2ZCTC9TdZ09>

Meeting ID: 864 0223 4336

Passcode: 056941

Public Comment: <https://forms.gle/EGGdUrVWgATHSmmy8>

Agenda

- **Welcome**

- Stephen Andrieu, Leslie Leavoy, Alison Shih, Nikki Ummel

- **Open public comment on proposed 2021/2022 school budgets**

- **Close public comment**

- Concluded at 5:15pm

- **Adjourn**

JCFA
Board of Governance
Regularly Scheduled Meeting 8/10/2022
Via Zoom @ 5:15PM

<https://us02web.zoom.us/j/89158399724?pwd=YklaQ3c3Y1NpK1V2eS9XVkhIUDYyUT09>

Meeting ID: 891 5839 9724

Passcode: 905812

Public Comment: <https://forms.gle/EGGdUrVWgATHSmmmy8>

Agenda

- **Welcome**
 - Welcome by Leslie Levoy at 5:16pm
 - In attendance: Stephen Andrieu, Leslie Leavoy, Alison Shih, Nikki Ummel
- **Review and Approval of 2021/22 Budget**
 - Executive Director reviewed CMO Budget
 - Executive Director reviewed W1D Budget
 - ED explained budgeting of ESSER II and ESSER III
 - ED explained the difference in local MFP according to the updated funding letters
 - **Motion to approve the W1D budget as presented: Leslie Leavoy**
 - **Second: Stephen Andrieu**
 - **Motion passed by unanimous vote**
 - Executive Director reviewed W1A Budget
 - ED reviewed plans for projected enrollment
 - ED explained the difference in local MFP according to the updated funding letters
 - **Motion to approve the W1A budget as presented: Steven Andrieu**
 - **Second: Alison Shih**
 - **Motion passed by unanimous vote**
 - Executive Director reviewed 026123 Budget
 - ED reviewed plans for projected enrollment
 - **Motion to approve the 026123 (JCFA at 475 Manhattan) budget as presented: Steven Andrieu**
 - **Second: Nikki Ummel**
 - **Motion passed by unanimous vote**
- **Review of nomination of Michael George to the Board of Governance**
 - Candidate introduced himself
 - **Motion to approve the nomination of Michael George to the Board of Governance: Leslie Levoy**

■ Second: Nikki Ummel

■ Motion passed by unanimous vote

- **Committee Meeting Dates for Fall 2021**

- **Finance 9 am 3rd Tuesday of each month**

- August
 - September
 - October
 - November
 - December

- **Academics Tuesday at 5pm**

- September
 - November

- **Policy/HR Tuesday at 9AM**

- September
 - November

- **Executive Director Report**

- 4th Sector presented the EOY 20/21 budget
 - Currently in process of closing out the 20/21 year
 - Review of state and JCFA testing outcomes and participation
 - Review of Alternative SPS components

- **Public Comment**

- **Adjournment**

- Motion to adjourn at 6:50pm: Stephen Andrieu

- Second: Leslie Leavoy

- Motion passed by unanimous vote

JCFA Board of Governance

Special Meeting

Ida Recovery

9/15/2021

5:00pm via Zoom

<https://us02web.zoom.us/j/89186462915?pwd=cVJlRDhHdW9tRXhqUXJwZmFJU2F0dz09>

Public Comment: <https://forms.gle/ThUuNY8EoTBrf9bs9>

- Welcome, Board Chair, Leslie Leavoy at 5:00pm
 - In attendance: Stephen Andrieu, Luis Bustamante, Michael George, Leslie Leavoy, David Magee, Alison Shih, Derek Wiltz
- Executive Director Update, Millie Harris
 - EB storm damage:
https://drive.google.com/drive/folders/1yqQA47vx40UwDlcDDE7ob_vTv3klObHX?usp=sharing
 - West storm damage:
<https://drive.google.com/drive/folders/1EAC23aWzizootaM7jcxeiRnPZOe2A0yO?usp=sharing>
 - Reopening campuses: JCFA on Monday, the 20th, and JCFA East/West on Wednesday the 22nd.
- Vote
 - Temporarily relocate JCFA East Annex Campus. Move from 2106 Deerfield in Terrytown to 475 Manhattan Blvd, Harvey
 - Motion to approve the relocation of the JCFA East Annex Campus from 2106 Deerfield in Terrytown to 475 Manhattan Blvd, Harvey: Alison Shih
 - Second: David Magee
 - Motion passed by unanimous vote
- Vote
 - Temporarily relocate JCFA East. Move from main building at 3410 Jefferson Highway into the multipurpose building at 3410 Jefferson Highway
 - Motion to approve the relocation of JCFA East from the main building at 3410 Jefferson Hwy into the multipurpose building at 3410 Jefferson Hwy: David Magee
 - Second: Stephen Andrieu
 - Motion passed by unanimous vote
 - Motion to adjourn @ 5:49: Leslie Leavoy
 - Second: David Magee
 - Motion passed by unanimous vote

JCFA Board of Governance Meeting

October 26, 2021 at 4:30PM

Zoom Meeting Link

<https://us02web.zoom.us/j/84745325770?pwd=dm00dUJVT2xnRHY5cXcrdnNOaHZxUT09>

Agenda

- Welcome by Board Chair - Leslie Levoy at 4:40pm
 - Documentation of attendance: Stephen Andrieu, Luis Bustamante, Michael George, Leslie Levoy, David Magee, Alison Shih, Nikki Ummel
- Review and approval of the Pupil Progression Plan for 2021/2022 (VOTE)
 - Motion to approve Pupil Progression Plans for W1D, W1A, and 026123: Alison Shih
 - Second: Luis Bustamante
 - Motion passed by unanimous vote
- Review and approval of Child Abuse Prevention section of handbook to be added (VOTE)
 - Motion to approve Child Abuse Prevention Policy: David Magee
 - Second: Alison Shih
 - Motion passed by unanimous vote
- Review and approval of Family Engagement Plan (VOTE)
 - Motion to approve the Family Engagement Plan policy: Stephen Andrieu
 - Second: Luis Bustamante
 - Motion passed by unanimous vote
- Revised Janitorial Contracts 026123 and W1A
 - Motion to approve the janitorial contracts for 026123 & W1A: Leslie Levoy
 - Second: Stephen Andrieu
 - Motion passed by unanimous vote
- Executive Director Report
 - Charter renewal process for Lafayette
 - Facilities update post Ida
 - Enrollment and Finance
 - Motion to adjourn at 5:54pm: Leslie Levoy
 - Second: Alison Shih
 - Motion passed by unanimous vote

JCFA Board of Governance
Special Meeting
4:30PM Zoom

<https://us02web.zoom.us/j/83813131453?pwd=S3NuU2JKb2tSRG16OG1mdGdXTnk5QT09>

Agenda:

-Welcome by Board Chair - Leslie Leavoy @ 4:33pm

- Documentation of attendance: Stephen Andrieu, Luis Bustamante, Michael George, Leslie Leavoy, David Magee, Alison Shih, Nikki Ummel

-Executive Director's Report of Finance

-Consideration of SBA Loan Application Submission

- Motion to authorize the Executive Director and Board Chair to submit an application on behalf of the Board of Governance of JCFA to the SBA: David Magee
 - Second: Stephen Andrieu
 - Motion passed by unanimous vote

-Adjournment

- Motion to adjourn at 5:13pm: Alison Shih
 - Second: David Magee
 - Motion passed by unanimous vote

JCFA Board of Governance
Regularly Scheduled Meeting
5:00PM Zoom
Join Zoom Meeting

<https://us02web.zoom.us/j/82534231202?pwd=WStjc1BJYUN3bWtubTROQU1wTXdVQT09>

Public Comment Form

<https://forms.gle/Fvzay1oECnsfA2UcA>

Agenda:

- Welcome by Board Chair - Leslie Leavoy @ 5:04pm
 - Documentation of attendance: Stephen Andrieu, Luis Bustamante, Leslie Levoy, David, Magee, Alison Shih, Derek Wiltz
 - January Board Breakfast and Strategic Planning meeting
 - Vote to set a date
- Recommended changes to the student handbook as required by Act 473
 - Vote to accept the edits
 - Motion to accept changes as required by Act 473 with the stipulation that the multiple suspensions & in-school suspensions sections will be crafted and reviewed for the February 2022 board meeting: Leslie Levoy
 - Second: Alison Shih
 - Motion passed by unanimous vote
- Executive Director's Report
 - Student enrollment projections/Attendance
 - SBA Loan Application Submission, projected loan opportunity of \$270k
 - Facilities
 - W1D renewal
- Adjournment
 - Motion to adjourn at 6:03pm: David Magee
 - Second: Stephen Andrieu
 - Motion passed by unanimous vote

JCFA Board of Governance

Regularly Scheduled Meeting 5:00PM Zoom

February 8, 2022

Join Zoom Meeting <https://us02web.zoom.us/j/81118737217?pwd=V0Y4ZkVHamJPL0ZMOWZtUm1aNHR2UT09>

Public Comment Form

<https://forms.gle/SHTRiXSZDyoKSNyR6>

Agenda:

- Welcome by Board Chair
 - Documentation of attendance: Stephen Andrieu, Luis Bustamante, Michael George,

Leslie Levoy, Derek Wiltz

- Vote: December Meeting Minutes
 - Motion to accept December meeting minutes without reading: Stephen Andrieu
 - Second: Michael George
 - Motion passed by unanimous vote
- Vote: Consideration of the ED's recommendation to add a special meeting to the calendar in May to review the 2022/2023 school calendars, changes to the student and employee handbooks for 2022/2023 and first viewing of the 2022-2023 draft budgets.
 - Recommended date is Tuesday, May 10, 2022 at 5:00PM at JCFA East
 - Motion to approve a special meeting being added to the calendar in May to review the above agenda: Derek Wiltz
 - Second: Micheal
 - Motion passed by unanimous vote
- Finance Committee Report
 - December financials and second quarter reports
- Oversight Committee Report
 - Upcoming meeting date and most pressing agenda item for committee
 - (after Mardi Gras, March 9th @ 9 am, board bylaws and expectations)
- Academics Committee Report
 - Upcoming meeting date and most pressing agenda item for committee
 - (Friday, March 11th @ 9 am, updating academic dashboard)
- Policy Committee Report
 - Upcoming meeting date and most pressing agenda item for committee
- Executive Director's Report

- Next meeting Tuesday, April 12th @4:30 pm at JCFA East
- Adjournment
 - Motion to adjourn at 6:05 pm: Stephen Andrieu
 - Second: Michael George
 - Motion passed by unanimous vote

Special Notes:

JCFA East's graduation is Thursday, February 10th at 6:00PM (@JCFA East)

JCFA Board of Governance
Regularly Scheduled Meeting 4/26/2022
5:00PM JCFA East
3410 Jefferson Highway, Jefferson LA 70121

Agenda:

- Welcome by Board Chair
 - Call to order at 5:20pm
 - Documentation of attendance: Stephen Andrieu, Leslie Levoy, David Magee, Nikki Ummel
- **Vote:** February Meeting Minutes below
 - **Motion to accept February meeting minutes without reading: Stephen Andrieu**
 - **Second: David Magee**
 - **Motion passed by unanimous vote**
- **Vote:** Executive Session, human resources
 - **Motion to move into executive session: David Magee**
 - **Second: Stephen Andrieu**
 - **Motion passed by unanimous vote**
 - **Summary -**
 - **A summary of human resources was provided**
 - **Andrew Anglada will serve as acting CAO of JCFA-East during the interim**
- **Vote:** Consideration of the ED's recommendation to change the May special meeting to review the 2022/2023 school calendars, changes to the student and employee handbooks for 2022/2023 and first viewing of the 2022-2023 draft budget to Tuesday, May 17, 2022 at 5:00PM at JCFA West
 - **Motion to approve date meeting change: Nikki Ummel**
 - **Second: David Magee**
 - **Motion passed by unanimous vote**
- Finance Committee Report
 - March financials and third quarter reports
- Oversight Committee
 - Upcoming meeting date and most pressing agenda item for committee
 - (board bylaws and expectations)
- Academics Committee Report
 - Consideration of extending the academic day by 20-25 mins for W1A and 026123 for the 22/23 school year.
 - **Motion to amend the agenda to add the consideration of extending the academic day by 20-25 mins for W1A and 026123 for the 22/23 school year as a voting item: David Magee**
 - **Second: Stephen Andrieu**
 - **Motion passed by unanimous vote**
 - **Motion to approve extending the academic day by 20-25 mins for W1A and 026123 for the 22/23 school year: Stephen Andrieu**
 - **Second: Nikki Ummel**

- Motion passed by unanimous vote
- Policy Committee Report
 - Upcoming meeting date and most pressing agenda item for committee
- Executive Director's Report
 - BOG Secretary will need to be voted in at May or June meeting
 - All members who served on the board at any time in 2021 need to submit the financial disclosure form no later than May 15, 2022
- Motion to adjourn at 7:07pm: Nikki Ummel
 - Second: David Magee
 - Motion passed by unanimous vote

JCFA
Board of Governance
Special Meeting
May 31, 2022 at JCFA (475 Manhattan Blvd., Harvey)
5:00PM

- Welcome, by Board Chair [Leslie Leavoy](#)
 - 5:27pm call to order
 - Documentation of attendance: Leslie Leavoy, David Magee, Nikki Ummel, Derek Wiltz
 - Introduction of potential board member
- Reading of Meeting Mins from 4/26/2022, vote to accept
 - Motion to accept meeting minutes waiving the reading of minutes: Nikki Ummel
 - Second: David Magee
 - Motion passed by unanimous vote
- Policy Committee Report, David Magee
 - Consideration of the 2022-2023 calendar for W1A and 026123, vote to accept
 - Motion to accept the recommended Calendar Option B: David Magee
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
- Finance Committee Report, [Stephen Andrieu](#)
 - presentation of draft budget for public review for 30 days
 - Consideration of a 2021-2022 Budget Revision, vote to accept
 - Motion to accept the 2021-2022 Budget Revision: Derek Wiltz
 - Second: David Magee
 - Motion passed by unanimous vote
 - Consideration of a retainer, Transcendent Law Group, vote to accept
 - Motion to accept the retainer for Transcendent Law Group: Derek Wiltz
 - Second: David Magee
 - Motion passed by unanimous vote
 - Consideration of the Lafayette campus lease extension, vote to accept
 - Motion to accept the Lafayette Campus lease extension: Nikki Ummel
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
- Oversight Committee Report, [Leslie Leavoy](#)
 - Presentation of updated documents for the board members
 - Adjustment to bylaws
 - Motion to amend the agenda to add the vote to accept the adjustment to bylaws, consideration of BOG member application, and Secretary & Vice President position: Nikki Ummel

- Second: David Magee
 - Motion passed by unanimous vote
 - Motion to accept the adjustment to the bylaws: David Magee
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
- Consideration of BOG member application
 - Motion to accept the BOG member application for Caycee Francis: Derek Wiltz
 - Second: Nikki Ummel
 - Motion passed by unanimous vote
- Secretary and Vice President position
 - Motion to accept the nomination of Nikki Ummel to serve as Vice President and Secretary of the board: Leslie Leavoy
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
- Executive Director's Update
- Adjournment
 - Motion to adjourn at 6:56pm: David Magee
 - Second: Nikki Ummel
 - Motion passed by unanimous vote
 -

Notes:

- Founder's Day on Friday, June 17th at 475 Manhattan 9:30-12:30
- JCFA Lafayette Graduation on Wednesday, June 28th, 6pm

Board of Governance Meeting

June 14, 2022

5:00 PM JCFA East

- Welcome by Chair
 - 5:12pm call to order
 - Documentation of attendance: Stephen Andrieu, Caycee Francis, Leslie Levoy, David Magee, Derek Wiltz
- Voting Items
 - Review and approval of minutes from May 31st special meeting
 - Motion to accept meeting minutes waiving the reading of minutes: Derek Wiltz
 - Second: David Magee
 - Motion passed by unanimous vote
 - Set the calendar for 22/23 BOG meetings
 - Motion to set the calendar as presented for the 2022/2023 BoG meetings: David Magee
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
 - Name authorized agents for the board, recommended it is the Chair, Secretary, Treasurer, and Executive Director
 - Motion to approve the authorized agents for the board as Board Secretary, Board Treasurer, Board Chair, and Executive Director: David Magee
 - Second: Derek Wiltz
 - Motion passed by unanimous vote
 - Renewal of JCFA lease with Delgado for 475 Manhattan
 - Motion to approve the renewal of the JCFA lease with Delgado for 475 Manhattan: Derek Wiltz
 - Second: Caycee Francis
 - Motion passed by unanimous vote
 - Approval of 2022-2023 Health Insurance
 - Motion to approve the health insurance plan for the 2022-2023 school year: Stephen Andrieu
 - Second: Caycee Francis
 - Motion passed by unanimous vote
- Executive Director's Update
 - Announcement of graduation dates for each campus
 - Reviewed the Credit Attainment Policy
 - Employee engagement plans
 - Upcoming events including Founders Day & Christmas in July
 - Open Application Period ends on 6/15/2022 - review of applications accepted during that period

- Adjournment
 - Motion to adjourn at 6:00pm: David Magee
 - Second: Derek Wiltz
 - Motion passed by unanimous vote