

Board of Director's Meeting
Sept. 8, 2008

Board Members Present

Dave Cozad, President
Mike Zeller, Vice President
Pam Gard
Kirk Farmer
Harriet Charno
Melissa Thomas
Jane Alley
Herb Hardwick

Board Members Absent

Staff Present

Eric Nelis, Principal
Eric Roskam, Vice Principal
Jacque Lane
Rachael Gordon
Carlos McClain

Guests

Sarah Barlow
Eric West
Gail Bunch
Damon Cheers
Mary Pat Beals

Meeting opened by Dave Cozad welcoming everyone and thanking Eric Roskam, Jacque Lane, Carlos McClain, Mr. Buck's cleaning crew, teachers and all staff in excellent job preparing the school for opening day. He also complimented Rachael Gordon for her work in getting out the Q&A to parents.

He then opened the meeting to stakeholders and Eric Nelis was present to congratulate the school on a job well done with regard to test scores.

Gail Bunch (guest) spoke about the vacant house across the street from the school and suggested that the school purchase the property. She explained that schools are permitted to acquire detached property and explained the guidelines/variances to be followed pertaining to the purchase of outside property.

Discussion followed regarding purchase and use of the property, i.e. pre-school, residence for interns, teachers, etc.

Academic Director's Report – Eric Nelis

- Visiting classrooms and meeting with teachers. Expressed that there is excellent teamwork taking place across the board.
- Results of MAP tests are impressive, but more research needs to be done to see how we compare across the country. He mentioned that the progress of each child should be monitored. Mentioned the fact that teachers are working very hard and the school year is progressing well.
- Stressing to teachers that they need to be more accountable. Also, teachers will be responsible for maintaining current lesson plans.
- Middle school is progressing very well. Students are staying focused.
- Eric Roskam informed the group that approx. 8 teachers will attend CARLA, approx. 22 staff will attend the Missouri Charter School Conference, and others will remain at the school to work on benchmarks. Discussion followed.
- Kirk Farmer mentioned that Dr. Michael Podgursky has put together information on charter schools, which provides data to track the progress of charter schools.

Finance Committee Report – Jane Alley

- Kirk Farmer mentioned that he traveled to Jefferson City to meet with MOHEFA and the approval was received to move forward with loan the process. There is a meeting scheduled tentatively for Oct. 7, with Standard & Poors to tour the school and meet regarding our school's rating. Dave Cozad asked if there is a timeline and Kirk gave dates on proposed plan and timeline.
- Jacque Lane distributed copies of the accounts payables for review. The final audit will be on Sept. 16. Kirk mentioned that Jacque had done a great job on pulling everything together to meet the early audit date.

Jacque informed the group that UCM recommends that we have a surety bond; and we need to work on the application that goes along with our charter renewal that they take to DESE.

She stated that a Safety Committee needs to be formed and that Randy Dewar of UCM will be coming in to assist us with this plan and Emmanuel Bousuge, school nurse, will be working on this committee.

Motion

Kirk Farmer moved to approve expenditures as presented. Jane Alley seconded. Vote was unanimously approved.

Development Report – Rachael Gordon

Rachael informed the group that Mary Pat Beals has been finalizing a fundraising plan for the school. She mentioned that with submission of her plan presented at this meeting, she is officially finished with her agreement with the school. Copies of the Capital Campaign Plan was presented to the group and discussion followed.

She mentioned that a meeting is scheduled with the Kemper Foundation with a goal of \$250,000 as our contribution request.

Mary Beals gave further information on how she would be instrumental in assisting the school with our capital campaign and also, presented a proposal for her company, White Bird Philanthropy, to be of assistance in our fund development efforts. Discussion followed regarding the fee scale and services to be provided.

Rachael was asked how she saw White Bird Philanthropy being an asset and in what way. She stated that she would prepare us to go out and raise the funds.

Eric Nelis raised the question of seeing results before money is paid to outside services. Discussion of the proposal continued.

Request for motion to negotiate contract was made.

Motion

Herb Hardwick moved that we negotiate a contract for a period of 60 days at the current fee of \$4,200.00. Jane Alley seconded the motion. The Board unanimously approved.

Melissa Thomas questioned the current fee in comparison to new fee presented and Rachael gave clarification.

The Board discussed who will chair our capital campaign and who will participate in the total fundraising efforts.

Human Resources – Jane Allen

Jane distributed a policy regarding teaching and non-teaching salary scales. She mentioned that a discussion was held to review salary scales every two years using scales from several schools. Mike Zeller then asked if the HR committee would review the salary scales and Jane responded, yes. She then asked for approval of the Salary Review Procedure Policy as presented.

Motion

Kirk Farmer moved to accept the Salary Review Procedure policy as proposed. Herb Hardwick seconded the motion. The Board unanimously approved.

Recruitment/Enrollment Committee – Pam Gard

- 103 kindergarteners
- 51 female
- 52 male
- 10 on waiting list
- 36% minority
- 64% white

Dave Cozad suggested that the board establish guidelines for the enrollment procedure/timeframe. Pam Gard mentioned that at the Diversity Committee meeting it was suggested that Nov. 1, would be the start date for open enrollment until we are full. Enrollment would then continue until the beginning of the school year.

The question of how many students are preferred in each class was presented and Eric Roskam stated that 18 are a manageable classroom size. Discussion followed. Jacque Lane suggested that we investigate the policy per DESE and/or UCM.

Dave Cozad stated that since the group that met regarding the diversity/recruitment at the school was not an official committee, the Board would form a Diversity/Recruitment Committee consisting of representatives from the board, staff, and parents.

Pam Gard then presented a recommendation from Ruth Terrell that the school participate in the Multi-cultural convention to be held in the city and our cost for advertising would be approx. \$3,000. At that point, the question regarding the status of our promotional piece produced by Bernstein Rein was raised and Jacque Lane was asked to contact them to see if corrections had been made to the piece and request a final copy.

Eric Roskam informed the group that we accepted 2 new students from Longon into the 2nd grade this school year.

Discussion resumed regarding enrollment dates and the number of students to enroll. It was decided that we would begin accepting application on Nov. 1, 2008, and accept 90 students.

Motion

Jane Alley moved that we only accept 90 applications for kindergarten for the 2009-2010. Mike Zeller seconded and all voted in favor.

Discussion continued and a second motion was made regarding the date to begin accepting enrollment applications.

Motion

Jane Alley moved that we begin to accept enrollment application on November 1, 2008, until we are full if it is acceptable under DESE and UCM guidelines. Mike Zeller and the Board voted to approve.

Building Committee – Mike Zeller

Mike Zeller informed the group that the tuck-pointing has been done. Mike also mentioned that Eric Nelis asked that the school be responsible for the building maintenance and will consult with the board as needed.

Jacque Lane stated that mats had been purchased for the playground and the painters will return to repaint the girls bathroom stalls because the girls had already started to peel the paint off.

It was recommended that another ad be placed for the maintenance position.

Technology Committee – Eric Roskam

Continuing to improve our overall school technology program, the mobile lab and Power School are up and running. Eric mentioned that there is interest in contacting Julie Milner to assist with the technology plan.

Pam Gard then mentioned that approval had not been given to participate in the Multi-cultural Conference. Herb Hardwick asked if there was money in the budget for this and Jacque Lane informed the group that there is money in the budget for recruitment and would check on the budget amount. Discussion followed regarding other ways to recruit rather than spend money on advertising at events, etc.

It was suggested that we consider other avenues for recruitment of minorities. Herb Hardwick suggested that we have representatives from the board attend the Multi-cultural event to evaluate the conference and we would possibly participate next year.

Pam Gard recommended that we publish information that we are no longer accepting 1st graders. Jacque suggested that we put it on our web site. Discussion followed. It was decided that this info would be put on the web site as follows: “Now enrolling kindergartners beginning November 1.”

Discussion regarding whether we can legally omit students from enrolling in upper grades who do not speak French at the appropriate grade level was held. Herb offered to work with Jacque on this issue.

Dave Cozad brought up for discussion the open position for the parent-elect board seat.

He then presented a proposed resolution regarding amending the by-laws to increase the maximum size of the Board of Directors from 9 to 11, and add a teacher as a non-voting ex-officio member of the Board of Directors. After discussion, Dave mentioned that this change would not necessarily change the board number, but allows the option to do so if necessary.

The resolution is as follows:

RESOLVED, that Article IV, Section 2 of the By-Laws of Academie Lafayette be amended as follows:

Section 2. Number: The number of persons to constitute the Board of Directors of the Corporation shall be no less than five (5) and no more than eleven (11).

The principal and one teacher representative, to be selected annually by the teaching staff, shall be non-voting ex-officio members of the Board.

Dave Cozad asked for a motion to accept the proposed resolution as stated above.

Motion

Jane Alley moved to accept the proposed resolution as presented.

Discussion.

Question:

Melissa Thomas asked if the staff person nominated to the board would be on the board on a rotating/annual basis. The response was that they would be selected annually.

Motion (continued)

Harriet Charno seconded the motion. The board approved unanimously.

Diversity Plan

Dave Cozad suggested that the Board regarding the diversity aspect of the school adopt a resolution. Pam Gard was asked when it would be realistic to adopt and put in place a Diversity Committee or a Diversity Taskforce.

Herb Hardwick gave info on how another school is approaching the diversity issue, which is by involving parents.

Dave Cozad presented the following proposed resolution adopting a Board Statement on Diversity and creating a Diversity Task Force.

“RESOLVED, that the Board of Directors of Academie Lafayette adopts the following statement on diversity:

ACADEMIE LAFAYETTE STATEMENT ON DIVERSITY

Commitment to diversity is a core value of Academie Lafayette. It is central to our mission, which is as follows:

Academie Lafayette brings together a diverse community of learners and an international teaching staff to:

- Master all subjects
- Become critical thinkers
- Become global citizens

through immersion in the French language and Francophone cultures.

To accomplish this, Academie Lafayette is committed to ensuring that all students, families, and staff are welcome, accepted, and honored. We believe that having an inclusive community is fundamental to learning and to developing citizenship and leadership skills in young people. It is essential in an increasingly multicultural and international society. Academie Lafayette will strive to develop and maintain a school culture that is enriched by multiple perspectives, that raises awareness and understanding about differences, and that values and celebrates the diversity of its members.

The Board of Directors hereby moves to create a Diversity Task Force; to make recommendations to the Board on steps and actions the school should take to ensure that we fulfill our commitment to diversity. The Task Force shall be comprised of 8-12 members, consisting of parents, Board members, teachers, other staff members, and community representatives. Matters to be addressed in the Task Force Report should include, but are not limited to:

- recruitment of students, staff, and board members;
- enrollment and admissions policies and procedures;
- curriculum;
- training;
- and school culture and environment.

In forming recommendations, the Task Force shall consider legal requirements as well as the school's mission statement, charter, and by-laws. To the extent possible, the Task Force shall seek stakeholder input in developing its recommendations. The Task Force shall provide a report to the Board with recommendations by April 1, 2009.

Motion

Kirk Farmer moved that the Diversity Resolution be adopted. Jane Alley seconded. Unanimously approved.

Dave Cozad then asked for recommendations for committee members and Pam Gard agreed to chair this committee.

General Discussion

Mike Zeller gave info about a group "KC Imagine" who are planning to have a meeting here at the school on Oct. 11.

Adjournment

Dave Cozad adjourned the meeting at 8:51 p.m.