Académie Lafayette
Board of Director’s Meeting
May 14, 2018

MINUTES

Board Members Present:
Jon Otto, President
Marvin Lyman, Vice President
Harriet Plowman
Pam Gard
Kevin Sansberry
Michael Bland
Beth McCarthy
Crissy Dastrup

Board Members Absent:
Chad Phillips

Staff Present:
Elimane Mbengue, Head of School
Leslie Houfandi, Principal/Oak
Heather Royce, Principal/Cherry
Jean Claude Diatta, Vice President/Cherry
Jacque Lane
Marcia Berry
Carlos McClain

Meeting Called to Order
Meeting called to order at 6:30 p.m. by Jon Otto.

Approval of Agenda
Jon Otto requested to make the following additions to the agenda.

#7
Add Governance Committee meeting review

#5A
Add a motion: K-8 transition update

Motion
Harriet Plowman moved to accept the agenda with additional items added. Pam Gard seconded. Board VOTED to approve.
Approval of Minutes
Jon Otto stated that the person who seconded the motion stating that “himself, Michael Bland and Collin Cooper would be the initial board members for the Académie Lafayette Real Estate SPE LLC” be added. That motion was seconded by Crissy Dastrup and was added to the April 9, 2018, board minutes.

Motion
Pam Gard moved to accept minutes as amended. Board VOTED to approve with one abstention (Marvin Lyman)

PTSO Report
The following update was provided:
- Year-end update.
- PTSO Mtg. is scheduled for Tues., May 15.
- EIP net amount raised was $55,000.
- Restaurant night fundraisers raised $3,000.
- Painless fundraising was $4,000.
- Get Down Night fundraiser is Fri., May 18, at River Market.
- A meeting with Chris Neher, Development Director, will be held to discuss next year’s fundraising calendar.
- Officers will remain the same through next school year.
- Five new parents have volunteered to participate in the PTSO.
- PTSO is requesting that all budget requests be submitted.
- Budget will be presented at an upcoming board meeting.
- Girl’s soccer team update provided.

Head of School Report – Elimane Mbengue
- Description of student recruitment and placement for 2018-19 provided.
- Moving Schedule – Admin. had a retreat and planned the schedule and needs. Pods will be used to store furniture and items. A person will be hired to coordinate the move.
- Middle school will be at Oak for summer school.
- Summer school enrollment is 840 students. Hours will remain the same as the current school year.
- After school program during summer school being discussed with YMCA and Upper Room. Consideration is being given to having an AL operated program at Oak this summer.
- New school hours have been published. Oak: 8:00 a.m. – 3:30; Armour: 8:15 – 3:45; Cherry: 8:30 – 4:00.
- Armour Renovation – floor removal is almost complete. Carpet is being pulled, tile is out, demo of walls underway, and roofers are working and are set to go on the front roof beginning Monday.
- Academic Program discussed.
• 8th Grade graduation on June 5. The French Consul General will be the Keynote speaker.
• 8th grade going to New Orleans.
• 6th grade going to France.
• MAP test completed at Oak on Friday and started at Cherry Monday, May 14, 2018.

Development & Fundraising – Chris Neher
• FACE grant from the French Embassy to fund one intern (awarded).
• Charter School Growth Fund Grant (pending).
• Federal grant for charter school expansion and replication (pending).
• Musketeer March held on Thurs. and Fri.
• Staff Recruitment – 9 kindergarten and 4 first grade teachers to be hired.
  - Cherry Campus Attrition: 6
  - Oak Campus Attrition: 4
  - Expansion Needs: 5
  - New signed contracts: 9
  - New pending contracts: 3
  - Recruitment needs: 3
  - Ad being run for an intern to assist in Development.

Resolution of Académie Lafayette Real Estate
Jon Otto asked for a motion to approve the resolution pertaining to the acquisition of the real estate property.

Motion #1
Marvin Lyman moved to approve the resolution of Académie Lafayette regarding the formation of Académie Real Estate SPE, LLC to acquire the Derrick Thomas Academy and the land and building associated with it. Explanation: The County required a resolution related to the formation of the SPE. Pam Gard seconded. Board VOTED to approve.

Motion #2
Marvin Lyman moved to update the previously approved resolution so that Académie Lafayette serves as the Leverage Lender in the New Markets Tax Credit transaction. Harriet Plowman seconded. Board VOTED to approve.

Human Resources Report – Kevin Sansberry
Kevin Sansberry commented that the Human Resources Committee is continuing to work on the Head of School goals.
Board Development
- Strategic Planning update. Jon Otto mentioned that a Board Retreat needs to be scheduled and these dates were suggested: June 16, 23, or 30th. June 23rd was chosen and location is TBD (breakfast and lunch will be provided).
- Board training was discussed. Training and review of committees is to be completed. A Board training is scheduled for June 30th. Also, a strategic plan draft will be reviewed.

Governance Committee – Jon Otto
- Plans to send a survey to the 8th grade students will be compiled and sent.
- Tracking the addition of board members will continue.
- Charter Board Partner training was held at the Kauffman Foundation and some board members attended. Jon Otto commented that there were people there who were interested in becoming board members. Discussion followed.

New Board Member
Jon Otto stated that the vote for the new board member had been delayed and he continued by asking that any objections with regards to the new board member recommendation be presented at this time.

Jon Otto then asked for a motion to accept Kelly Baker to the board.

Motion
Crissy Dastrup moved to accept Kelly Baker to board. Pam Gard seconded. Board VOTE to approve.

Survey
Discussion re: surveys were held. A survey will be developed by Mr. Mbengue and sent to 8th graders. The group was informed that surveys that have been sent to stakeholders and a process to evaluate the surveys are being discussed. Mr. Mbengue stated that the administration staff should develop the surveys and gathers data and share with board and suggested that a data calendar be developed. Discussion followed.

Development Committee Update – Crissy Dastrup
- Met with Chris Neher, Development Director, and discussed how the board can successfully work with him.
- New person added to committee who will help with fundraising.
- Michele Markham is also involved with the committee.
- Members of Committee are: Chris Neher, Bill Ye, Michele Markham, Crissy Dastrup, Elimane Mbengue, Kelly Baker, and Katie McGurk.
- Mr. Mbengue stated that the next project is to put together a Development Plan.
**Finance Report – Jacque Lane, Business Manager**
Jacque Lane presented the accounts payables for April for review and approval.

- Jacque Lane mentioned that the Westbrook invoice was higher than usual due to the new Market Tax paperwork, etc. that was required.
- Jon Otto mentioned that we need to review the policies and suggested that we adopt board financial policies as recommended by legal counsel.

**Motion**
Pam Gard moved to accept the April accounts payable report as presented. Marvin Lyman seconded. Board **VOTED** to approve.

Jacque Lane continued the finance report with the following information:

- A brief update on expenses related to the Armour campus for April.
- Info provided re: monies received based on basic formula.
- Federal revenues explained.
- Detail information provided re: overall expenditures as they relate to all campuses, loans, etc.

Meeting adjourned at 7:43 p.m.