Academie Lafayette  
Board of Director's Meeting  
April 11, 2016  

MINUTES  

Board Members Present:  
Chad Phillips, President  
Jon Otto, Vice President  
Mark Flavin  
Harriet Plowman  
Dr. Margret Anderson  
Pam Gard  
Tracey Lewis  
Marvin Lyman (via telephone)  

Board Members Absent:  
Sheila Dougherty  

Staff Present:  
Elimane Mbengue  
Jacque Lane  
Sarah Guthrie  
Marcia Berry  

OPENING ITEMS  

Meeting convened at 6:06 p.m.  
Chad Phillips, President, opened the meeting at 6:06 p.m.  

Stakeholder Comments  
None  

Approval of Minutes  
Motion  
Chad Phillips moved to accept the minutes as presented and Dr. Anderson seconded the motion.  
The board VOTED to approve.  

Approval of Agenda  
Motion  
Dr. Anderson moved to accept the meeting agenda. Chad Phillips seconded the motion.  
The board VOTED to approve.
Head of School Report

• Fund-A-Need – Sarah Guthrie reported that $36,000 to be used for new auditorium seats was raised at the EIP and installation/replacement of seats will tentatively begin in the summer of 2016.

• Secured entrance – Met with Craig Scranton of BNIM and a change in the electrical wiring plan is being discussed with the cost to be estimated.
• Meeting held with Westbrook to discuss the budget projection for the high school.
• Discussion held with Dr. Vici Hughes, UCM, regarding recommendations with regards to high school. Mr. Mbengue and Jacque Lane will meet with EdOps, who worked with Crossroads School, to discuss the high school project. The proposal from them to work as financial consultants is $15,000.

It was also mentioned that a proposal is being accepted from Westbrook to provide financial assistance. And, Dr. Hughes, UCM, will send some recommendations and UCM is on board to assist with the cost of the consultant selected.

A suggestion was made that we approach the Kauffman Foundation regarding their possible assistance in funding the financial consultant selected.

Motion
Authorize the Finance Committee to approve the expenditures up to $30,000 for consulting services toward the expansion as long as we engage the Kauffman Foundation and other funders for financial support.

Chad Phillips seconded. The board VOTED to approve.

• 1st graders will be tested, for the first time, on NWEA beginning this week. This test will help with identifying students for Title I.
• MAP will begin on April 25th
• Summer school planning is continuing and three themes will be offered this year.
• School Mint has been put in place for use in on-line enrollment in the summer school program and will be used for the upcoming regular school year.
• UMKC French program is being discussed for our students.
• A three-year Professional Learning Plan is being developed. There will be a committee at both campuses that will work on determining what will be part of the plan.
• School goals will continue to be developed for all grades.
• Teacher recruitment is ongoing. He mentioned there are new programs through the French Embassy that are available to assist in our recruitment efforts.
• Eight teachers are to be hired to replace teachers who are not returning.
• Conseil d’ecole met on Wednesday. The need to engage parents at both campuses was discussed. The feeling is that Cherry Campus is not as inviting to parents. A meeting will be held with the Principal of the Cherry Campus to discuss how to improve parent engagement.
• Playground mixers at Cherry are being discussed.

PTSO REPORT
• EIP was again a success
• A meeting will be held tomorrow, April 12, 2016, at the BierStation to discuss fundraising and volunteerism in the school/PTSO.
• Also, discussion to be held regarding venue for next year’s event.

Development Report
• Annual Fund has not yet met our goal. Discussion followed.
• Fund-A-Need increased this year in giving.
• Grant received to be used for purchase of additional SMART boards.
• Grants pending or in process with several foundations.
• Upcoming projects: Musketeer March on May 13th, Website update, external and internal communications.

Mr. Mbengue thanked Sarah Guthrie for her hard work on the Fund-A-Need project and Jeff Johnson and his committee for a successful EIP.

Finance Report
• The March accounts payables were presented for review and questions with explanations provided for recurring, new and/or unusual expenditures.
• Finger scanning for breakfast and lunch has started at the Oak campus and is being set up at Cherry. Discussion held regarding legislation changes regarding finger scanning in schools.

Motion
Harriet Plowman moved to approve accounts payable. Mark Flavin seconded. The board VOTED to approve.

• DESE payment sheets were discussed. Currently, WADA payment is for 956 students, which include summer school, plus LEP credit, and we can request the additional ADA of 6 students to bring the total to 962.77. This is the first time that we have met our threshold for enrollment.
• Last day of school is May 31st, and discussion regarding possible attendance on that day was held.
• Revenue and expense report presented with some explanation being provided.
• Jon Otto suggested that a graph be designed to show the prior years and current year revenues and expenditures.
• Line of Credit discussed.

**Motion**
Harriet Plowman made a motion as follows: “On behalf of the board of directors of Academie Lafayette, Chad Phillips, Board Chair, is authorized to sign any document required for renewal of the $360,000 line of credit.” Dr. Margret Anderson seconded. The board VOTED to approve.

Discussion: Mark Flavin requested details on the requirements involved in renewing the line of credit. Deferred until presented during this meeting. Line of Credit document presented for review. After discussion the vote was retaken

2nd Motion
The Board APPROVED the motion with two abstentions from Tracey Lewis and Jon Otto.

**Human Resources Report – Dr. Margret Anderson**
• Dr. Anderson presented copies of the current Personnel Policies, which are based on state law and explained that some policies are based on laws, but are not required. She continued by explaining the process planned for presenting and making policies available to staff. It was mentioned that the staff handbook contains various policies.
• She then presented and discussed specific policies that need to be revised according to Académie Lafayette requirements/needs. And, suggested that some policies need to be reviewed with school attorney. Also, discussion regarding policy on salary schedule was held.

It was recommended that Dr. Anderson confer with legal counsel on some of the policies currently in place.

**Governance**
• Strategic Plan meeting to be scheduled.
• Determine if “Board on Track” service will be renewed. Jon Otto will review with them what other options are available without purchasing the entire package we currently use.
• Invited others to attend Governance Committee meeting to discuss calendar, etc.
Meeting adjourned at 8:24 p.m.

Closed Session
Chad Phillips moved to go into closed session to discuss Human Resources. Mark Flavin seconded.

Roll call vote taken
Chad Phillips, President  Yes
Jon Otto, Vice President  Yes
Mark Flavin  Yes
Harriet Plowman  Yes
Dr. Margret Anderson  Yes
Pam Gard  Yes
Tracey Lewis  Yes
Marvin Lyman (via telephone)  Yes