Académie Lafayette
Board of Director’s Meeting
December 12, 2016

MINUTES

Board Members Present:
Chad Phillips, President
Jon Otto, Vice President
Pam Gard
Harriet Plowman
Marvin Lyman
Tracey Lewis
Sheila Dougherty
Crissy Dastrup

Staff Present:
Elimane Mbengue, Head of School
Leslie Houfaidi, Principal/Oak
Heather Royce, Principal/Cherry
Jean Claude Diatta, Vice Principal/Cherry
Jacque Lane, Business Manager
Justin Jones, Teacher, Rep.
Sarah Guthrie
Marcia Berry
Cross Country Team - Brenda Kumm
Ms. Kumm presented the 2016-17 Cross Country Team and mentioned that they will begin their 6th season of track and this was their 2nd season of cross country. Ms. Kumm gave a description of what is involved with participating on the team and how it builds character, teamwork, dedication, leadership, etc. There are over 40 members on the cross-country team and they have won first place in the boy and girl competitions. The team captains presented the trophies to Chad Phillips, Board Pres. who gave brief congratulatory comments. Mr. Mbengue followed with the importance of parents who volunteer to help with the extra-curricular activities and how this helps build perseverance, etc.

Approval of Minutes

Motion
Chad Phillips, President, moved to approve the minutes of the November 14, 2016, meeting.

Marvin Lyman seconded. Board approved with one abstention.

UCM Review – Dr. Doug Thomas

Dr. Thomas presented the UCM Annual Academic Performance Review. He mentioned that we have a contract with UCM to perform and meet the guidelines as set forth by UCM and the state. Academie Lafayette had exceptional APR and MSIP. Academie Lafayette was short two points from having a perfect APR.

He explained the Peer schools and stated that there are no Peer schools for Academe Lafayette as we out score all other schools in proximity to Academie Lafayette. Explanations also provided re: difference in scores for each year.

Dr. Thomas stated that Academie Lafayette score showed 75% growth. Attendance was high and AL met both indicators. APR determination shows that state accreditation standards were met for K-8 schools. Benchmarks were met or exceeded by 70% of the possible points for all applicable performance indicators for a K-8 district.

Discussion followed.
Financial Audit – Brad Steele, CPA/Westbrook & Co., P.C.
Mr. Steele presented the 2015-16 audit and informed the group that Westbrook assists the school with payroll, financials, and other areas of finance dealing with operations. However, the audit is completed by Daniel Jones & Associates.

He provided details of the requirements set forth by DESE for charter schools and explained the financial statements and payments that are received and disbursed. Academie Lafayette is in good financial condition and reports as a non-profit and meets DESE government requirements. Mr. Steele stated that this was a “clean” audit with no findings. The statement of assets, liabilities and fund balances were presented and explained as well as revenues and expenditures.

The reserve ratio is 21.68%, which is a good ratio – 20% and above warrants a healthy financial status. Auditors on internal control give a report.

Motion
Harriet Plowman moved to approve the 2015-16 audit. Pam Gard seconded. Board VOTED unanimously to approve.

PTSO – Meghan Flavin, President
Ms. Flavin provided the following updates:

- New website for Trivia Night
- Jan. 3rd is proposed date for PTSO Executive Board Meeting
- General PTSO meeting the following Monday
- Both co-chairs for EIP have stepped down and the PTSO is currently looking for new co-chairs
- No bingo night can be held due to involvement of children and another fundraising event is being planned
- Culvers - $500
- Pizzeria Locale - $400
- Jan. 18th next restaurant night at Chipotle on 75th & Wornall – last year approx. $2,000 was raised.
- Holiday Art Market huge success
- Communication – informed board that there is information
By-Laws Update – Jon Otto
Committee met last week to go over by-laws and a draft for review is planned for February. He mentioned that board member term limits were reviewed and discussed. Also, modifications for election of parent elected board member will be made.

Head of School Report – Elimane Mbengue
- Enrollment – Leslie Kohlmeyer informed the board that applications from SchoolMint are at a total of 86 with 53 females and 32 males enrolled. The ethnic make up is 44 White, 23 African Am., 12 Multi-racial and 4 Hispanic. She continued by stating that these numbers represent 20 siblings and 66 new families enrolled. Leslie Kohlmeyer continued providing explanation of how the SchoolMint application process works. Outreach efforts – focusing on partnerships and is working with several school groups. She mentioned that we have started working with the Jewish Vocational Services Center. They are currently assisting the Congolese refugee community whose native language is French and Leslie is working on recruiting students from this community into our school. This would possibly involve students to enroll in all grade levels for 2016-17 school year.
- Expansion Project – Mr. Mengue had meeting with Awais Sufi, education entrepreneur in residence at the Ewing Marion Kauffman Foundation who works with stakeholders to develop new community-led partnerships, on Nov. 28th to discuss the next step after our feasibility study with regard to the expansion project. The decision to meet again and plan for the next stages was made and he continued by explaining the process.

Meeting with SmartSchoolKC was held on Dec. 9th. The meeting included Jacque Lane, Brad Steele, Awais Sufi, and Noah Devine from SSKC. The different phases for funding are:

- Cultivation and alignment with the partners
- Intensive Diligence: Academic Plan with the help of national consultants
- Financial Plan
- Possible school partners
- What can the school contribute? How much has been raised in the past?
- Facility - work with IFF (this is the biggest piece and all possible scenario's should be analyzed

Meeting to be held in January to take a closer look into the project and especially look at the building and the finances.
Year Zero – hiring a principal in residence in the Spring for the planning process.

Discussion. It was recommended that progress reports re: expansion project be given to parents on a regular basis. Suggested that a communications committee be formed to determine the best way to disseminate information. Sheila Dougherty, Crissy Dastrup, and Tracey Lewis volunteered to be on this committee.

- Oak Secured Entrance – Meeting held on Dec. 6, with Turner Construction and BNIM. Turner will provide a letter agreement for the initial preconstruction work and BNIM will provide Turner with a CM contract for the construction work.

A preliminary structural analysis: wood vs steel was discussed and Turner will provide an estimate for both wood and steel construction. An estimate should be available on Dec. 23rd and meetings will be held weekly beginning Jan. 4th.

Financial Report – Jacque Lane, Business Manager
November accounts payables were presented for review and approval.

Motion
Harriet Plowman moved to approve November, 2017, accounts payable. Marvin Lyman seconded. Board VOTED to approve.

Financial report was presented and Jacque Lane gave information regarding DESE projection to cut funding for 2016-17 of approx. $166,000. The summer school attendance credit was over budget so the net cut in funding is estimated at $82,447. Lengthy discussion held regarding how what to do to reduce expenditures.

Development – Sarah Guthrie
- Annual Fund report presented. Sarah thanked people who had sent out emails re: contributing to annual fund
- Social media is being improved with the assistance from Alix Lasker
- Generations Day - 400 at Cherry and 300 at Oak
- Annual Report is ready to be mailed
Adjournment

Motion
Chad Phillips adjourned the open session to go into closed session to discuss real estate and personnel. Pam Gard seconded.

Roll call vote taken:

Chad Phillips, President Yes
Jon Otto, Vice President Yes
Pam Gard Yes
Harriet Plowman Yes
Marvin Lyman Yes
Tracey Lewis Yes
Sheila Dougherty Yes
Crissy Dastrup Yes