Board Members Present:
Chad Phillips, President
Jon Otto, Vice Principal
Dr. Margret Anderson
Harriet Plowman
Pam Gard
Sheila Dougherty

Board Members Absent:
Tracey Lewis
Marvin Lyman
Mark Flavin

Staff Members Present:
Elimane Mbengue, Head of School
Heather Royce, Principal/Cherry Campus
Jean Claude Diatta, Vice Principal/Cherry Campus
Jacque Lane
Sarah Guthrie
Leslie Houfaidi
Jean Claude
Marcia Berry
Carlos McClain

I. Opening Items

A. Call the Meeting to Order
Chad Phillips called meeting of the Board of Directors of Academie Lafayette to order on Monday, February 8, 2016, @ 6:09 p.m. at Academie Lafayette Oak Campus.

B. Approve Minutes
Chad Phillips made a motion to approve the January board minutes.
Dr. Margret Anderson seconded the motion.
The board VOTED to approve the motion.

C. Approval of Agenda
Chad Phillips made a motion to approve the agenda.
Dr. Margret Anderson seconded the motion.
The board VOTED to approve the motion.

II. PTSO Report – Jeff Johnson
A. Jeff Johnson thanked the committee who put on Trivia Night and he mentioned that those funds would be added to the PTSO budget.
B. New funding request sheet will be out tomorrow and the budget will be completed in approximately two months.

III. Governance Report - Dr. Anderson
A. Last month the governance section of the policies were discussed. The policies that were required were reviewed. Dr. Anderson distributed copies of the policies to be reviewed and the changes/amendments were as follows:

   • 0310 – suggested that the word “management” be removed from the policy.
   • 0311 – “Include electronic attendance, but must have quorum present” discussion regarding this policy held. Section 9 is “attending members of the board may participate in meetings of the board by meetings or telephone. Remove “reasonable distance.” Discussion held.
   • 0321 – vote for officers in July (need to be consistent – select month and it was decided that it would be June.
   • 0323 – board members who resign should notify, in writing, an officer of the board.
   • 0324 – remove “advertise for board position in newspaper”
   • 0325 – possible in near future
   • 0330 – omit “Oath of office”
   • 0340 – will be revised
   • 0343 - #2 Division (add director)
   • 0351 – Board travel (say business office only)
   • 0411 – Change principal to head of school
   • 0412 – already corrected (updated 2/160
   • 0420 – no change
   • 0510 – posting policies and handbooks (will post as each section is approved)

MOTION
Dr. Margret Anderson made a motion to approve the complete governance section of the policy manual with the recommended changes.

Sheila Dougherty seconded the motion.
The board VOTED to approve.

B. Strategic Plan
   Jon Otto mentioned that the notes from the January 25th, meeting were reviewed.
A tentative agenda is being completed. Flite Leaders Group will be asked to facilitate. Aaron North will give report on expansion and he will discuss growth strategy and how we are moving forward. Financial feasibility and options available will also be discussed. Replication and school expansion will be discussed. Discussion re: who should be on “School Expansion Committee.” It was stated that Mr. Mbengue would head the committee and discussion followed regarding who should be on the committee. The vision of the school to be discussed.

Vision

• It was mentioned that discussion needs to be held re: the actual vision of the school. As example: start a high school, another K-8, etc.
• Some scenarios are: Where we are now; estimate of revenue and expenses based on student numbers; what would revenue and expenses be if we added high school; and what would revenue and expenses be if we added K-8.

Harriet Plowman suggested that Jacque Lane speak with Westbrook to put together a spreadsheet reflecting the information suggested above, i.e. staffing, revenues and expenses, etc. Lengthy discussion followed.

III. Development Report – Sarah Guthrie

• Annual Fund update
• Grants are pending
• Working on increasing funding for Smartboards
• Meetings continued to be held with possible funders

IV. Head of School Report – Elimane Mbengue

Mr. Mbengue thanked Sarah Guthrie for her work in fundraising and meetings with appropriate funders. He continued with the following updates:

• IB moving forward and developing unit plan and yearly overview.
• MAP Test Committee is preparing for the spring test and meets each Monday.
• 4th grade will participate in the NAEP (50 students) this is a test developed by the federal government and the test will be given on February 10.
• Healthy kids screening is taking place at the Cherry campus.
• Trimester reports on bullying and school discipline incidents.
• Active shooter training provided for staff.
• Excellence in teaching discussed.

He also mentioned the need for two additional positions to be added to the staff.

MOTION
Chad Phillips made a motion to authorize the creation of two new full-time equivalent positions consisting of ½ PE teacher, ½ English teacher, and one new computer teacher.

Pam Gard seconded the motion. The board VOTED to approve.

Further explanation provided by Mr. Mbengue regarding the additional needed positions and discussion was held.

He continued by providing the following updates:

- Hiring process for next school year has started. Intent to return letters will be sent this week.
- Need for a staff training on culturally relevant teaching
- Relay/NPAF: Heather Royce has been selected to participate in the first KC cohort. The program is fully funded by Kauffman Foundation and is a one-year program.
- eSchool Core Committee to address problems encountered by teachers with new software.
- Facility – A meeting held with architect regarding the design of the secure entrance and they also met with the nurse to get feedback on nurse office needs. A first draft will be presented by Friday.
- Finger scanning underway.
- Girl Scout recommendations regarding building energy use.
- Proud Campus group, which is to help with improvement of interior and exterior plans for beautification, safety, and improvement will be formed.
- Conseil de’Ecole Meeting – held and decision to create a “Diversity Committee” was decided and will be coordinated by Kia Bird-Riley.
- 2016-17 school year calendar presented for approval and Mr. Mbengue asked for a motion from the board to approve.

**MOTION**
Chad Phillips made a motion to approve the 2016-2017 calendar with 174 days for students and 188 days for staff with 6 snow days built into the calendar as required by DESE at the end of the school year if needed. The start date for the school year set for August 17, 2016.

Jon Otto seconded the motion. The board VOTED to approve.

- Hire recruiters to target low-income areas in an effort to increase diversity.
- 5Essential Surveys for all teachers, 4-8 students, and all parents
- Meeting to be held with potential funders
V. Finance Report – Jacque Lane
   A. Copies of the accounts payables were distributed for approval.

   **MOTION**
   Harriet Plowman moved to approve accounts payables for January.

   Chad Phillips seconded the motion.
   The board **VOTED** to approve.

   B. Finance Report - The finance report was presented providing information on the revenue and expenses. Also, detailed explanations regarding the budget in terms of being over and/or under budget so far this year was discussed.

   The group was informed that Flite leaders would be conducting a review of policies and finance on Feb. 9, 2016.

   Flite leaders board training will be on April 16, 2016.

   **Adjournment**
   Chad Phillips made a motion to adjourn meeting at 8:21 p.m.

   Dr. Anderson seconded the motion.
   The board **VOTED** to approve.