MINUTES

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

Staff Members Present:
Elimane Mbengue, Head of School
Heather Royce, Principal/Cherry Campus
Leslie Houfaidi
Jacque Lane
Jean Claude Diatta
Celine Ghisalberti
Marcia Berry
Leslie Kohlmeyer
Norman Carrer

Chad Phillips, President, opened the meeting at 6:10 p.m.

Stakeholder Comments

- Justin McCarthy – potential for changing up on volunteer fundraising. EIP, for example, has grown and the feeling is that it’s time to adequately do some of the functions tied to that event. Also, a person with expertise in fundraising/event planning should be considered to be hired to coordinate this event.
- Clayborn Jones – stated that his daughter Bregon Clark Jones, 2nd grader, has been attending summer school for last three years, but has not been accepted in due to the current caps. He is asking that the caps be raised in order to allow acceptance of his daughter.
Approval of Minutes

Motion
Chad Phillips moved to accept the minutes as presented and Dr. Anderson seconded the motion. The board VOTED to approve. There were two abstentions – Sheila Doughterty and Jon Otto.

Approval of Agenda

Motion
Chad Phillips, moved to accept the meeting agenda asking for approval to add a closed session item to have a legal discussion and to move Development agenda item after the PTSO Report. Dr. Anderson seconded. Board VOTED to approve.

Track Team Presentation – Brenda Kumm presented the members of the Track Team and their trophy, the boy’s received the championship trophy for track. Brenda Kumm mentioned that they practice at Holmes and at Southwest, but do not practice daily as most schools do and still out performed other schools. We have a K-8th grade track team.

Also, the middle school girls’ soccer team was present and presented their trophy for 1st Place.

Development Report – Sarah Guthrie

• Presented the Musketeer hats to Heather Royce and Elimane Mbengue for sizing purposes. She gave an explanation on how the Musketeer March/Jog-a-thon will be coordinated and thanked Brenda Kumm for putting the schedule together.
• Annual Fund – almost reaching the goal
• Bids for replacing stage curtains requested
• Lost grant for Outreach program. A backup plan is in place in terms of researching funding from other foundations.

PTSO Report – Jeff Johnson

• Jeff Johnson announced that he would be stepping down as PTSO President.
• Meghan Flavin will become the new president
• PTSO did not meet their budget by a significant amount. He continued with some explanation as to the reasons why the funding decreased. He mentioned that the coordination of the EIP has become more than can be handled by parents. Jeff Johnson also thanked Justin McCarthy for his work on the EIP Committee. Discussion.

Diversity Committee Report – Kia Bird-Riley

• Presented names of the committee members and gave a brief description of the goals of the committee
Head of School Report – Elimane Mbengue

• Expansion Report
  - two consultant bids: Westbrook and EdOps
  - UCM has accepted to pay up to $5,000 to consultants
  - Meeting held with IFF to discuss their help with classroom layout, space planning, and a lease to purchase program.
  - Attended meeting with Kauffman Foundation to discuss opportunities to get help with the feasibility study cost. The possible opportunities may be: feasibility grant, individual school grant, and great school fund.

• MAP Test is being administered at Oak and 3\textsuperscript{rd} graders will test next week. Overall the test went well with a few technology problems. Consideration is being given to changing the scheduling for next year. Discussion followed regarding basic logistics of testing.

• Summer School – 680 students enrolled

• 8\textsuperscript{th} graders going to New Orleans

• 6\textsuperscript{th} graders going to France

• 5\textsuperscript{th} graders two day camp at Wildwood

• 4\textsuperscript{th} graders trip to Capitol in Jefferson City

• 925 completed reenrollment

• 22 students are not returning

• 3\textsuperscript{rd} grade transition to Oak Campus was discussed among parent who organized a cookout at Oak Campus and invited 4\textsuperscript{th} grade teachers and admin. staff.

• UCM end of year celebration – Brenda Kumm being recognized and Ella Norton, student to be recognized.

• Oak Expansion project – new estimate cost including nurse office, balcony and change in scope with expense for project changing. Discussion followed regarding increased cost due to the change in scope.

  It was recommended that the “Invitation to Bid” be postponed until actual costs are determined. A “Special Call Board Meeting” is scheduled for Mon., May 17\textsuperscript{th}; at 6:00 to discuss the expansion plans with BNIM present.
• Teacher recruitment discussed. Eight teachers have been recruited and visas are being obtained. Also, there are still two teaching positions to be filled.

• Two teachers have passed teaching certification exams.

• NWEA and MAP testing discussed.

• Working with school attorney regarding coordination of personnel duties. Recommending that one person coordinate the personnel tasks related to the school.

**Governance Report – Jon Otto**

• The attorney is reviewing policy revisions/updates and Dr. Anderson will follow up regarding HR/Personnel policies.

• Revision/update of AL Bylaws to be reviewed with assistance from the attorney with consideration being given to reaching out to UCM or Kauffman for assistance with costs.

• Tentative date for Board Retreat set for July 30th, 9:00 – 5:00 p.m. Agenda items: staffing needs, fundraising coordinator, expansion curriculum, HOS direction for next strategic plan, staffing needs, and academic direction.

Jon Otto requested that someone outside the board coordinate and facilitate the Board retreat.

Discussion about fundraising and outside foundations/funders was held.

Board member make up and how to recruit new members will be discussed.

• Board on Track – are we keeping this service? Decision is no

  **Motion**
  Dr. Anderson moved to keep the service to use the limited service to store documents. **Motion rescinded** for lack of a second.

• Board self-evaluation, meeting effectiveness, training tracker, etc. needs to be completed by next board meeting.

• New board members need to be recruited and discussion held on how and where to recruit potential board members.

• Board officer nominations made. It was decided to retain the slate as currently set. Mark Flavin seconded.

  The board **VOTED** to approve.

  Discussion followed regarding board members who will be withdrawing from board.

• UCM asked us to amend charter to include more academic oversight by sponsor.
Motion
Jon Otto moved to amend Académie Lafayette charter with UCM to include the attached academic accountability plan sent by UCM on April 5, 2016. Dr. Anderson seconded. The Board VOTED to approve. Discussion followed.

Finance Report – Jacque Lane
Accounts Payable
Motion
Harriet Plowman moved to approve April accounts payable. Mark seconded. The Board VOTED to approve.

• Jacque Lane informed the group that a service was utilized to help obtain funds owed to school that had not been paid.
• Money has been received from closing of charter schools that was divided among each functioning charter school.
• Financial report presented with regards to budget and expenses, state revenue, fundraising funds, trip funds,
• Federal Program revenue and expenses are being finalized. Amount of funding received from Title I funds has been reduced.

Human Resources – Dr. Margret Anderson
• The attorney has been asked to review our by-laws.
• Personnel policies were reviewed and revised and the group was informed that attorney had reviewed them and a few revisions were made. The attorney focused on: At Will statements, grievance policy, and procedures used to follow up on policies approved by the board.
• Further discussion of policies will be held with attorney: policies 4710 (no change) 4720, 4730.
• It was stated that the Compliance Officer should be head of school.
  Motion
Marvin Lyman moved to designate the Head of School as the compliance person. Mark Flavin seconded. The Board VOTED to approve.
• Proposed changes to vacation and sick day policy discussed. Mr. Mbengue stated that the past policy was 10 sick, 2 personal. It was changed two years ago to 9 days with 3 personal. Because of excessive absence it is proposed to return to 10 sick and 2 personal days. It was suggested that the board review and vote at next meeting.

Closed Session
Motion
Marvin Lyman moved to go into closed session to discuss legal issues. Dr. Anderson seconded.

**Roll call vote taken:**

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<td>Dr. Margret Anderson</td>
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Respectfully submitted by,

Carlos McClain  
Secretary to the Board