MINUTES

Board Members Present:
Chad Phillips, President
Jon Otto, Vice President
Mark Flavin
Harriet Plowman
Sheila Dougherty
Pam Gard
Marvin Lyman

Board Members Absent:
Tracey Lewis

Staff Members Present:
Elimane Mgengue, Head of School
Leslie Houfaiidi, Principal/Oak Campus
Jean Claude Diatta, Vice Principal
Jacque Lane
Sarah Guthrie
Marcia Berry
Alix Lasker
Justin Jones

Meeting called to order by Chad Phillips, President.

Approval of Agenda
MOTION
Chad Phillips moved to approve the agenda as presented. Mark Flavin seconded.
Board VOTED to approve.

Approval of Minutes
MOTION
Chad Phillips, President, moved to approve the September board minutes. Mark Flavin seconded.
Board VOTED to approve.

PTSO Report - Meghan Flavin
- Meghan Flavin distributed an update of PTSO information.
- EIP kick off going well – moving to Uptown theatre; seats more; numerous changes being made.
- Allez 5K event is coming up.
- The parents are requesting fruit cart information.

The only stipulation from PTSO grant in the May budget is that $10,000 was budgeted specifically for fruit carts. Mr. Mbengue explained that the original May budget that was cut, has already been committed. Meghan Flavin then explained the net difference is only $2,000 because money was allocated in different places. The critical issue of how to work together was brought up and it was decided that arrangements to meet and discuss the budget would be made.
PTSO budgets revenue from previous year, but when they do not meet their fundraising goals it can impact the school budget.
Meghan Flavin explained potential issues with regard to budgeting unrestricted funds that are dependent on the success of future fundraisers. Harriett Plowman introduced for discussion the board’s role in how to evaluate and use PTSO fundraising dollars.

The questions of “What are fundamental needs of the school and what are (if any) budget implications?” General discussion on setting goals to not depend on fundraising and role of administrative support was held. It was discussed that strategic planning sessions could include discussion about the role of the PTSO so that they do not have pressure of raising funds and that it is important to schedule a meeting to discuss best strategies/practices with the PTSO.

**Governance – Jon Otto**

Discussed dates for strategic planning and the following were suggested:

- Saturdays from 9-12
- Nov. 5
- Jan. 14
- Mar. 11 – Need to change because of Spring break
- May 13

Mr. Mbengue will create a calendar and adjust scheduling as needed.

Jon Otto and Mr. Mbengue will work on agenda items and there will be a Facilitator. Some of the suggested agenda items would be:

- Discuss Mission/Vision/Values
- Long-term vision
- Academic – student performance and recruiting/training teachers
- Diversity – recruitment/retention of students and strategies to close achievement gap
- Expansion

**Ad-Hoc By-Laws Committee** met last week.

**Attendees:**
- UCM – Dr. Lynne Beachner
- Ed Rucker, Founding Board Chair
- Ruth Terrell, Former Board Chair
- Jon Otto, Current Vice President

**Other attendees:**
- Dana Cutler, Attorney
- Elimane Mbengue, Head of School

Purpose: discuss current by-laws and look at alignment with other charter schools and best practices and to discuss efficiencies and board recruitment.

Next scheduled meeting: TBD

**Head of School Report- Mr. Mbengue**

- Overview of MAP test results presented. He explained that Bruce Henzel has compiled data for evaluation. Mr. Henzel works for UCM and many charter schools to present MAP results and trends for evaluation. A copy was sent to the Board for review.
Chad Phillips requested that the board members spend some time looking at the data and send any comments so that Mr. Henzel can update or change spreadsheets to present at next meeting.

• Update on Conseil d’ecole meeting held on September 22nd, 2016, was given.
• Recess is not to be withheld for behavior or homework.
• Lice – follow legal procedure in place and communicate information re: student and procedure with parents.

• Diversity Committee - Recruitment/retention and performance discussion held. Chad Phillips, Pam Gard and Elimane Mbengue attended. A Diversity statement is being developed.

• Common Application - Six charter schools agreed to participate in using an on line application via SchoolMint through the Mo Charter Public School Association initiative. The goal is to increase applications and diversity in enrollment during the open application period from November 1 through March 6th. The lottery will be on March 6th.

Motion
Mark Flavin moved to follow the open enrollment period through SchoolMint, as a participant in the Missouri Charter Public School Association common application process beginning November 1st and ending February 26th. Lottery will be held March 6th, using the SchoolMint electronic system. Jon Otto seconded. Board VOTED to approve.

• High School work update
  - Updates of feasibility continue
  - Financial model being prepared with Westbrook is due to Kauffman at the end of October
  - IFF is involved to assist in processing facility review
  - Parent survey sent – 240 responses received

• Secure entrance update – new design proposed which is less involved and meets our needs. Marvin Lyman and Mr. Mbengue met regarding process to hire contractor and will meeting again with plans to send requests for bids out within the next three weeks.

Marvin Lyman explained the new legislation regarding building risks. Discussion about sending RFQ to contractors within the next few weeks was held as well as discussion about design bids in the future to increase options.

Finance Committee Report – Jacque Lane
The September accounts payables were presented for review and approval.

Motion
Harriett Plowman moved to approve September Accounts payables. Mark Flavin seconded. Board VOTED to approve.

Jacque Lane presented the August financials explaining that the funding per pupil has decreased each month, while in prior years, the per pupil funding was higher during that same period. Discussion regarding need to carefully watch the funding in October and make any budget decreases as needed.

Discussion regarding UMB endowment account asset distribution was held and Mark Flavin agreed to participate in Finance Committee and provide suggestions for investment of funds.
Development Report: Sarah Guthrie
Sarah Guthrie announced grants from Kauffman for $71,500 and Durwood for $35,000 to support the Outreach program.

Raffle ends October 17th

Adjournment

Motion
Chad Phillips moved to go into closed session to discuss Human Resources.

Roll call vote:

Chad Phillips         Yes
Jon Otto             Yes
Mark Flavin          Yes
Harriet Plowman      Yes
Sheila Dougherty     Yes
Pam Gard             Yes
Marvin Lyman         Yes