Académie Lafayette
Board of Directors’ Meeting
December 8, 2014

MINUTES

Board Members Present:
Chad Phillips,
Marvin Lyman
Dr. Margaret Anderson
Pam Gard
Michael Zeller
Jon Otto
Harriet Plowman
Tracey Lewis
Mark Flavin

Board Members Absent:
Dave Cozad

Meeting Opened by Chad Phillips at 6:05 p.m.

Approval of Minutes

Motion
Chad Phillips moved to approve the minutes. Seconded by Dr. Maggie Anderson. Approved.

Approval of Agenda

Motion:
Chad Phillips moved to approve the agenda for the meeting. Mike Zeller seconded. Board approved.

Stakeholder Comments – None

Building Update (Cherry Campus)– DeVonia Moreno

• Currently on schedule
• New sign posted on fence
• Tony Davis, Project Manager provided an update
• Each week a 3-week look ahead will be distributed
• Foundation work in progress
Discussion: Green space – The construction company requested the need for more info on materials and plan.

Building Update (Oak Campus) – Jacque Lane
- Boiler in and continuing to work out
- Budget plans for building needs, maintenance, etc. was discussed. Jacque mentioned that an extensive spreadsheet has been developed to track and monitor building maintenance needs. Discussion followed regarding how some of the projects could be completed by possibly using volunteers.
- Chad Phillips presented the floor plan for the new building entrance and informed the group that the plan had gone out for bids.

Audit Report – Brad Steele, Westbrook & Co.
(The Independent Audit and Auditor’s Report was completed by Daniel Jones & Associates, CPA’s)
- Independent Auditor’s Report – Opinion: In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Academie Lafayette as of June 30, 2014, and the changes in its net assets and its cash flows for the year than ended in accordance with the basis of accounting described in Note B of the audit.
- Good financial condition and establishes a good financial reserve account.

Motion
Dr. Margaret Anderson moved to approve audit as presented. Marvin Lyman seconded. Unanimously approved by board members present.

PTSO Update – Jeff Johnson
PTSO Board has put together a fundraising group, which includes Sarah Guthrie to work on fundraising

High School Update – Marvin Lyman
Letter sent to KCMO Board regarding Academie Lafayette’s diversity plan. He mentioned that negotiations are continuing.

Head of School Report – Elimane Mbengue
- Welcomed Mark Flavin to board
- Kindergarten Screening – student achievement and objectives being review.
- NWEA winter testing has been completed at Cherry are has begun at Oak.
- Student support system being discussed at monthly Div. meeting, which is to assist, and monitor struggling students.
- Homework club for middle school to start.
- Two para-professionals will begin in the next weeks and an additional building substitute teacher for Oak.
- Teacher evaluations are underway.
• Teacher support – Student Learning Objectives training being completed; IBO assessment training in Feb.; Smart board training; MAP testing training with MCPSA
• Principal for the day – student participation
• Winter concerts being held
• Book fair held at both campuses
• Generations Day was huge success
• UCM certification review in January.
• French Embassy donation of $500 worth of books
• DESE required that we have two building codes
• Community project being done by students –
• K screening done after lottery. Goal is to determine how to better serve the needs of the students and the screening project helps in the process. Discussion followed to include upcoming tests, i.e. MAP EOC, NWEA

**Development Report – Sarah Guthrie**

• Bank of Am. Donation received
• Kay Callison donation received
• Outstanding G2G grant requests unanswered
• Declined grants discussed.
• Pending requests info provided.
• Giving Tuesday brought in an additional $50,000.

Sarah Guthrie continued her report by providing additional information on development projects.

**Finance Report – Jacque Lane**

Jacque Lane distributed copies of the accounts payables for review and approval.

**Motion:**

Harriet Plowman moved to approve the accounts payable report for November. Mike Zeller seconded. Unanimously approved.

Jacque Lane continued her report by providing additional finance information and updates. She stated that the projections for the year are on target.

**Endowment**

**Motion**

Chad Phillips moved to remove all donor restrictions on the endowment account. Marvin Lyman seconded. Approved by all board members present.

Sarah Guthrie mentioned that Harriet Charno, former board member, had requested contributions to the Reading are Fundamental program in lieu of birthday gifts.
Governance Committee – Jon Otto
  • Board Calendar was discussed and Jon Otto asked for additional and/or revisions prior to final approval

Motion
Jon Otto moved to accept the Board calendar as presented for the 2014-2015 calendar.

Discussion. Dr. Anderson requested adding goals to the January. School calendar date is February. Board retreat was added. Jon Otto then stated that the calendar is a document that can be revised on an ongoing document.

Motion was made to accept the Board Calendar as amended. Pam Gard seconded. Unanimously approved.

Participation by Public in Academie Lafayette Board Meetings.

Jon Otto mentioned that he would be in contact with outside groups to solicit candidates for participation as a public attendee at board meetings.

Policy on Meeting Participation by Public

Motion
Pam Gard moved to accept the amended policy 0412.

Discussion: Dr. Anderson recommended reducing the length of time for comments. Lengthy discussion followed regarding the timeframe for a public attendee to request an item to be added to the agenda.

Amended Motion
Move to modify the motion to change the time for notifying board secretary of a topic of discussion for the board meeting from 3 business days to 1 business day. Change last sentence as follows: Expansion of an individual member of the public’s time to speak must be authorized by a majority vote of the Board to read: Expansion of an individual member of the public’s time to speak or allow additional speakers, must be authorized by a majority vote of the Board.

Stakeholder Comments
Request to have comments/questions regarding discussions held during meeting discussed afterwards.

Closed Session

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

Roll call vote taken:
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<tr>
<th>Name</th>
<th>Vote</th>
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<tr>
<td>Chad Phillips</td>
<td>Yes</td>
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<tr>
<td>Marvin Lyman</td>
<td>Yes</td>
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<tr>
<td>Dr. Margaret Anderson</td>
<td>Yes</td>
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<td>Pam Gard</td>
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<td>Michael Zeller</td>
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<td>Jon Otto</td>
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<td>Harriet Plowman</td>
<td>Yes</td>
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<td>Tracey Lewis</td>
<td>Yes</td>
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<tr>
<td>Mark Flavin</td>
<td>(Non voting until next meeting)</td>
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Open meeting adjourned.