Board Members Present:
Dave Cozad, President
Chad Phillips, Vice President
Dr. Margaret Anderson
Joe Langle
Marvin Lyman
Mike Zeller
Pam Gard
Tracey Lewis
Harriet Plowman
Jon Otto

Staff Members Present:
Elimane Mbengue, Head of School
Heather Royce, Principal/Cherry Campus
Jacque Lane
Katie Hendrickson
Shelly Doucet
Dorothee Werner
Jean Claude Diatta

Meeting called to order by Dave Cozad, President at 6:10 p.m.

Dave Cozad opened the meeting by asking for stakeholder comments/questions. There were none.

PTSO Report – Janelle Sjue
- Meeting scheduled for Feb. 18, 2014, Oak Campus and the agenda will be in the newsletter and on the web site.
- Evening In Paris is on March 29, 2014. This year’s event will be held at Starlight Theatre. Janelle Sjue asked the Board to send out personal invites to friends and colleagues.

Minutes
Dave Cozad asked if the January 13, 2014, minutes had been approved. The response was yes, and the minutes are posted on the web site.

Head of School Report – Elimane Mbengue
• Parent/Principal’s coffee will be held at Cherry. Also, the Oak Campus will sponsor a coffee with middle school parents.
• Conseil d'Ecole meeting will be on Tuesday, February 25.
• IB Program Update
  - application for candidacy will be completed and submitted by the MYP Coordinator
  - five middle school teachers, the coordinator, and head of school have attended or plan to attend an IB workshop
  - IB Coordinator will present at the next PTSO Meeting
  - head of School and IB coordinator attended a Midwest IB Schools Conference
  - The MYP Coordinator and members of the High School Planning Committee will visit schools in the Midwest that are currently MYP certified.
  - Cathy Metcalf, member of the high school program committee recently visited schools in Florida
• Extra curriculum Program - student Achievement Objective 6: Academie Lafayette will offer a varied extra-curricular program after school, which will replace the YMCA program. The mission for the program is:
  - provide quality child care to AL working parents during reg. school days, in-service days and summer time
  - Provide homework support to students with supervision of AL teachers and staff
  - Offer a variety of enrichment activities to AL students ranging from arts, sports, chess, robotics, violin, ballet, martial arts, cooking, drama, etc.
Mr. Mbengue gave additional info re: the staffing, schedules, and funding for this program. He also mentioned that assistance would be available for low-income students.

Discussion followed regarding payment for the extra-curricular activities offered in the after school program and how all students could benefit from the program. Also, it was stated that the program would be presented in French and English. The outcome of discussion is that more details of the program need to be formulated and presented to clarify costs to the families for general participation as well as participating in various activities. A meeting is planned with parents to receive their feedback regarding the program and a more detailed report will be presented

Recruitment Report – Katie Hendrickson
• Brochure - Katie distributed the updated recruitment brochure.
• Radio Ad – The advertisement recorded by students to be aired on Cumulus 107.3 radio for the purpose of recruitment was played.
• Early Childhood Educator – Mikahla Lantz Simmons has been hired as the Early Childhood Educator and there are currently three pre-schools on board utilizing this program, i.e. Operation Breakthrough, Happy Day Pre-School, and Plaza D’Minos/Penn Valley.
Outreach Coordinator – Tufanza Primos is reaching out into the community by distributing fliers about the school and kindergarten recruitment, is scheduling appointments for Academie Lafayette to be present at recruitment fairs, and also information about our upcoming open house.

Katie mentioned that we currently have 62 siblings enrolled for the upcoming school year.

Development Report – Shelly Doucet
- Shelly Doucet distributed a copy of an article regarding a New York charter School
- Gifts/Income received presented.
- Activities in place that will result in long-term contributions.
- Montpelier French cloud based computer company met with Academie Lafayette staff in hopes of developing a partnership.
- Kauffman Foundation – met with education staff that will tour both campuses on Tuesday, February 11, and Mayor Peggy Dunn will tour the Oak campus in March.
- Meeting held with Jim Stowers, Jr.
- Capital Campaign update provided.

Building and Facilities Update – Chad Phillips
- Cherry expansion rough timeline presented by BNIM as follows:
  - March – design development
  - 1st week of April – pricing review
  - April – finalize construction documents
  - May – bid out construction documents
  - June/July – start construction
  - January – finish construction
- Loan timeline presented. In February, the IFF board will meet and vote to approve loan terms and in March – April, the loan will be finalized. Chad Phillips also presented the current cost summary of the construction costs, design costs, closing costs of loan, inspections, project management, furniture costs, and contingency costs.

Discussion. Request for breakdown of revenues to include Cherry Campus and the proposed improvements at the Oak Campus. Mr. Mbengue stated that the middle school bathroom has been completed a cost of $25,000. The question of whether or not the boiler will be done this summer was raised and Jacque Lane responded, yes.

Finance Committee Report – Jacque Lane
- Accounts Payable report was presented for approval. She mentioned that extra funds were spent for snow removal this year.
• Solar Panels - A question regarding the electric service at Cherry and whether or not the solar Panels are a benefit was raised and the response was that there are questions regarding the decrease in the electricity bill, etc.

Motion

Dave Cozad moved to approve the January accounts payables as presented. Harriet Plowman seconded. Board unanimously approved.

Jacque Lane continued the report by providing the following information.

• Student withdrawals were mentioned and discussion followed regarding reasons for withdrawals.
• Bank Statements presented for review.
• Operating results – forecast vs. budget presented and discussed.

Governance Report – Jon Otto

• Jon Otto and other board members will attend High Bar dinner meeting. Another meeting will be scheduled to discuss results of the dinner meeting.

Human Resources Report – Dr. Margaret Anderson

• Discussed teacher requests and offered Human Resource recommendations to be reviewed by the Finance Committee.
• Leave/Sick Days – annual leave versus personal and sick leave was discussed. Recommendation made that for a one-year trial period, staff would have 3 days of annual leave and 9 days of sick leave. The annual leave could be used, as the teacher requires. Also, unused annual leave can be moved into sick leave or paid at half the sub rate.
• Salary schedule – number of steps, increase on base, and going past 20 years brought up for discussion. The recommendation was to come up with a new salary schedule, which will be referred to the Finance Committee. Additional cells for those with more than 20 years to move into and to increase $33,835 to $35,000 for starting salaries of certified teachers only is recommended. Dr. Anderson commented that the discussed financial impact included salary and does not include benefits.
• Strategic Plan goal re: teachers certified in country of origin or in this country was discussed and mentioned that all teachers will be required to complete certification within 3 years of hire date.

Lengthy discussion followed re: basis of raises and whether or not all teachers regardless of performance would receive increases. Also, it was discussed as to the concern of the school being able to maintain the continued increase of salaries when the school’s income is not projected to increase. Mr. Mbengue commented that the focus needs to be that Academie Lafayette teachers be compensated for the current and continued excellence in teaching displayed which has allowed Academie Lafayette to be the top performing charter school in the city. Concern
was also expressed regarding locking in longtime increases when there is no guarantee that there will be longtime revenue increase.

Dave Cozad recommended that a meeting be held with the Finance Committee to discuss the above recommendations.

Comments were made regarding possible trade offs in various areas being made in order to allow for some of the recommended changes/additions.

**Teachers’ Report – Dorothee Werner**
Dorothee Werner thanked the board for reviewing the requests and making recommendations.

**Board President Update – Dave Cozad**
- Dave Cozad asked the board to please support Evening in Paris.
- Support Trivia Night which will be held on Fri., Feb. 21st.
- March meeting topics will include discussion re: after school program, NWEA assessments, draft budget to act on human resource proposals.
- Dave also mentioned that he had asked for Charter School Association president to attend one of the board meetings and he had not yet been able to attend due to his schedule.
- A report from the Governance Committee re: High Bar meeting will be presented at the next meeting.

**Stakeholders Comments**
- Support teachers in requests for salary increases.
- Are teachers involved in meetings re: teacher requests, response was yes. Suggestion made that teacher involvement is important in order for them to understand the do’s and don’ts of decisions made regarding teacher requests and recommendations.

**Motion**
Dave Cozad moved to go into closed session to discuss real estate issues.

Roll Call vote taken.

Dave Cozad
Chad Phillips
Dr. Margaret Anderson
Joe Langle
Marvin Lyman
Mike Zeller
Pam Gard
Tracey Lewis
Harriet Plowman
Jon Otto

Adjournment
Open meeting adjourned at 8:00 p.m.