Board Members Present:
Chad Phillips, Vice President
Jon Otto
Mike Zeller
Joe Langle
Marvin Lyman
Pam Gard
Harriet Plowman
Tracey Lewis

Board Members Absent:
Dr. Maggie Anderson
Dave Cozad, President

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

Meeting Opened
Meeting opened at 6:10 p.m. by Chad Phillips, Vice President, in the absence of Dave Cozad, President

Approval of Minutes
Chad Phillips asked if the minutes from the December 9, 2013, meeting had been approved. The response was yes and posted.

PTSO Update – Janelle Sjue
Janelle Sjue stated that some parents had expressed concern about the replacement of a kindergarten teacher and commented that better communication with parents is needed.

**Head of School Report – Elimane Mbengue**

Mr. Mbengue gave the following updates:

- Division Surveys – each division gave a midyear survey to report how the school year is progressing and determine adjustments if necessary.
- Carpet in administration office has been replaced.
- More than 70 people attended staff winter holiday event.
- New Positions – Division 2 Director position for 6-8 grades will be posted next week. The board has approved this position.
- Jan. 6 – Professional Development Day.
- 3rd floor boy’s bathroom has been renovated.
- Heating Unit was replaced at the Cherry Campus.
- Kudos to Mr. Swanson, Mr. Mejean, and teachers who put together a successful “Winter Concerts”.
- Curriculum and instruction – Working with the Curriculum Director on the Standard based grading with a goal to conduct a test run in the 4th quarter. An informational meeting will be held with the parents with the purpose of educating them on this system.
- 4th quarter learning progressions have been submitted by 90% of the teachers.
- NWEA winter test starts this week.
- ELL test is being administered this week.
- Division director will be meeting with homeroom parents each quarter.
- A yearly cultural calendar is being developed.
- Staff changes: new kindergarten teacher, Lynne Aime’ replacing Meriem Mazari; Justin Jones is taking over for Laura Boursault in Kindergarten; Amandine Brown will be subbing for Ridley Thomas during his absence.

**Human Resources Committee Update – Pam Gard**

Discussed middle school director position.

**Finance Committee Report – Jacque Lane**
• Jacque Lane distributed and provided an explanation of the Finance Summary Sheet.
• Accounts Payables were sent to Board electronically for review and approval.

Motion
Chad Phillips moved that the December accounts payables be approved. Harriet Plowman seconded. Unanimously approved by board members present.

Development Report – Shelly Doucet

Shelly Doucet gave a brief update:

• Annual Fund report provided.
• Capital Campaign funds discussed.
• Grants being written and received were reported.
• Discussion held regarding the United Way contributions and Shelly Doucet gave a brief explanation of how funds are received and stated that 12% of the donations are held by United Way for their overhead expenses.

Recruitment Report – Katie Hendrickson

The following information was presented.

• Parents of 61 siblings have responded to letters for the 2014-15 school year kindergarten enrollment.
• Open application time begins in February.
• Tufanza Primos is the new Outreach Coordinator. Some of the responsibilities for this position include assisting the school with maintaining and increasing diversity. Attending recruitment fairs, meeting with pre-school directors regarding kindergartners’ enrollment in Academie Lafayette and other aspects of recruitment.
• Open House planned at the Cherry Campus – Feb. 17, 2014, from 5:00 -7:00 p.m.
• Advertisements for recruitment purposes will begin within the next week, i.e., newspaper ads, bus ads, and radio spots.
• TV 41 interviewed Heather Royce regarding the success of the school and the evaluation by See Trust.
• Chad Phillips asked for report on Outreach Coordinator’s progress.
• Candidates for the pre-school instructor have been scheduled for interviews.

Facilities Update
• Chad Phillips sent a timeline for the loan to Board of Directors. The appraisal of the Cherry Campus is forthcoming. IFF and the Board of Directors will meet at end of this month to approve their loan, which goes into the second loan on this school and refinancing the IFF loan at Cherry. A notice will be sent to Bank of America mentioning that the note on Oak will be refinanced.
• The construction estimates have been completed and received from BNIM for the purpose of an appraisal. If appraisal is approved, by Country Club Bank and IFF, BNIM will complete the design work and the project will go out for bid.

Marvin Lyman questioned the increase in bid costs. Joe Langle also expressed concern that there had definitely been an increase since the initial bid was presented. Chad stated that the cost of the design effort did not increase, but that the cost of the construction is what is still being negotiated. Discussion followed.

Chad Phillips, Vice President, asked for a motion to authorize the Finance Committee to give notice to Bank of America.

Motion
Chad Phillips moved that after Jan. 31, the Finance Committee is authorized to give notice to Bank of America that Academie Lafayette’s bond obligation with Bank Of America will be paid in full.

Harriet Plowman seconded motion, which was unanimously approved.

Amended Motion
Jon Otto amended motion as follows: After Jan 31st, the Finance Committee is authorized to give notice to Commerce Bank and as trustees, it was stated that Academie Lafayette bonds with Bank of America will be redeemed.
Chad Phillips seconded amended motion, which was approved by the Board.

**Discussion**
Jon Otto asked about the notice and if there would be a penalty. Jacque Lane offered to check on the right to rescind. Chad Phillips said that the school would draft letter and hold it until approval is received from IFF. The question of the loan rate was raised and clarified. Discussion followed regarding the restrictions related to the deed as set forth by the KCMO School District. Discussion followed.

Chad Phillips asked if a special meeting should be held to discuss the bond issue and other items relevant to a loan and bonds.

Chad Phillips offered to invite Craig Scranton/BNIM to the next board meeting to discuss the status of the design

**Governance Committee – Shelly Doucet**
- Jon Otto stated that a decision was made by the Governance Committee to postpone the Board of Directors’ Retreat until the summer which would provide more time to evaluate the Strategic Plan now in place and that new Board members would be more acclimated to their board position and have an increased knowledge of the operations of the school, etc.

- He also explained that Kauffman Foundation offers an opportunity for Board members to participate in the High Bar Program and informed the group that Dave Cozad has already participated in the orientation for this program.

- Discussion of Board “Term Limits” will be tabled until after participation in the Kauffman High Bar Program that will offer recommendations/thoughts on this topic.

**Board President’s Report**
Chad Phillips welcomed Tracey Lewis to board.
Stakeholder Input
The need for the Buzz Book to be completed was expressed.

Adjournment
Chad Phillips adjourned the meeting at 7:16 p.m.