Academie Lafayette
Board of Director’s Meeting
July 14, 2014

MINUTES

Board Members Present:
Chad Phillips
Marvin Lyman
Jon Otto
Joe Langle
Pam Gard
Dr. Anderson
Tracey Lewis
Harriet Plowman

Board Members Absent:
Dave Cozad
Mike Zeller

Meeting opened by Chad Phillips, President

Approval of Minutes
Chad asked for approval of the June meeting minutes. Dr. Anderson approved and Pam seconded.

Stakeholder Comments
None presented

Head of School Report
• Visa for new teachers are being process
• Mandarin teacher has been hired
• Spanish teaching position is still open
• Dave and Elimane attended and
• Teachers’s lounge, title I and IB office will be transformed into a teachers’ lounge and the mandarin classroom

Facility Update
• A candidate for the project Manager position was interviewed. This position is to be the coordinator for the expansion owner’s rep. and project manager for the Cherry Campus expansion. Discussion followed regarding qualifications, responsibilities, salary, etc. Proper documentation, meeting deadlines, handling problems, changes, ensure that construction budget is followed.
• Oak campus roof repairs have been made and the contractor found that there is work needed on the chimney. Question raised as to whether or not the chimney can be taken completely down. Discussion followed.
• Boiler Replacement – discussion held regarding bids for replacement project
• Brightenergy savings discussed re: installation at Oak. Marvin Lyman will contact company to get expert out to help determine how energy savings can be calculated.

**Development Report**

- Ice Cream Social was held and the Capital Campaign introduced and explained.
- Annual Fund was ahead this year.
- Capital Campaign proceeds to date (gifts and pledges) are at $2.5M and we have not yet met the goal.
- Restricted grants were discussed and explanation given on how the funds are distributed and projected use of funds.
- Outstanding pledges were discussed.
- Pending proposals in progress.
- Meetings are currently being held with specific potential contributors.
- Discussion regarding other foundations possibly making contributions was held in terms of ensuring that all possible funding sources have been explored.

**Finance Report**

- Boiler to be installed by October.
- Accounts Payables were discussed and explanations given for some of the expenditures.
  - Tracey recommended contacting companies with apprentice programs to do some of the contractual work on the building(s).

**Motion** Dr. Anderson moved to approve accounts payable and Tracey seconded. Approved by board members present.

- 2014 DESE Summary presented and explanation provided.
- Trips – the 2014-2015 trip to France will be paid by each family directly to Language and Friendship. Discussion followed regarding carry over of funds and fundraising efforts.
- Detailed financial report presented and explanations provided and explained.

**Governance**

- Governance Committee meeting scheduled the first week in August to discuss items from retreat.
- Thank you gift and card given to Barbara Mullins for facilitating the retreat.

**President’s Report**

- Chad mentioned the need for a board member to be on Finance Committee.
- Create new adhoc for opening of high school.
- Chad provided recommendations for committees and chairpersons for the committees. It was mentioned that the committees do not require board members only to serve.
• The format of committee minutes were discussed
• Goals
• Conduct all board meetings at Oak Campus in the future with some exceptions. Discussion.
• Stakeholder Comments during board meetings was discussed and the need for a process to be in place. Suggestions presented and discussed at length.

High School Discussion – Tracey Lewis
Tracey presented a projected timeline for the high school and discussed the objectives and how the board’s role in this and the fact that all committees associated with the high school project should report to the board.

After the team members representing the board/school meet with the KCSD regarding building negotiations a full board meeting will be held to fully inform the board of the outcome.

The follow up meeting with board be scheduled.

Stakeholder Comments
Lisa Bautista commented that comments come at the end of meeting.

Meeting adjourned at 8:37
Chad moved to adjourn meeting and Maggie seconded.