Académie Lafayette  
Board of Director’s Meeting  
March 10, 2014  
Cherry Campus  

MINUTES

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

Staff Present:  
Elimane Mbengue, Head of School  
Heather Royce, Principal/Cherry  
Jacque Lane  
Katie Hendrickson  
Shelly Doucet  
Isabelle Cahoon  
Jean Claude Diatta  
Eric Roskam

Dave Cozad, President, opened the meeting at 6:07 p.m.

Dave Cozad then asked for stakeholder comments/questions and there were none.

PTSO Update, Janelle Sjue  
• Evening In Paris plans are continuing to be finalized.  
• Ms. Sjue informed the group that tonight, the BIER Restaurant is hosting a school fundraiser.  
• Darrin Story distributed invitations to all Board members present and challenged each member to sell at least 10 tickets to the upcoming EIP event. He also asked that they encourage any interested supporters of the school that they are familiar with to donate items to the auction and other areas of the event. Mr. Story also, provided names of shops where dresses for the event can be purchased for the event. And, he informed the group that transportation will be provided to and from the Oak Campus to Starlight Theatre.
Recruitment – Katie Hendrickson
Katie Hendrickson, stated that the kindergarten open enrollment ended last week on March 7th. She commented that the lottery has been completed and that there were 208 applications received including siblings (67), which meant that 141 names were in the lottery and 53 names were selected for the open kindergarten spots.

Pre-school Instruction - Mikahla Lantz-Simmons
Mikahla gave a brief overview/update of her instruction program in the selected pre-schools where she is teaching French to the pre-school students. She stated that the schools/students participating are doing very well.

Head of School Report
- SchoolWorks visit will take place March 11-13. This will involve: classroom visits, student focus groups, 3 teacher focus groups, 1 board focus group, meeting with management, an examination of key school documents, and a final report will be submitted by the Schoolworks team.
- Human Resources – staffing needs for next year will be to hire:
  - 4 building subs
  - One 5th grade teacher (due to growth)
  - One Spanish teacher
  - One Mandarin teacher
- Letters of intent to return from teachers are due by Monday, March 10, 2014
- 5-Essential survey will be done in April.
- Expeditionary Learning training will be done for 3 teachers.
- After school program was discussed and Mr. Mbengue stated that after extensive discussion with administrative staff, board, and parents, this program will not be put in place for the 2014-2015 school year. The YMCA will continue its afterschool program at both campuses.
- Standard based grading system is progressing well.
- Smarter balanced field-testing is being set up.
- NWEA winter testing is completed.
- TeamBoard usage in the classrooms at the Cherry Campus is increasing and Heather Royce, Principal, will conduct observations.
- Cerner Healthy kids screening will take place on April 7-11.
- Kindergarten interviews will be April 15-18.
- Eric Roskam made NWEA presentation. Dave Cozad requested that Eric Roskam present more details at the next meeting. Also, the question of how the NWEA and SmartBalance are integrated was raised and this information will be included in the follow up presentation. Discussion and some explanation provided.

Human Resources Report
No open session items to be discussed.

Finance Report – Jacque Lane
Draft budget to be reviewed at a special scheduled meeting to take place on March 25th.
Jacque Lane continued by providing a detailed explanation of the finance report to include receipts, expenditures, building renovations/repairs, loans, and other financial activities of the school.

The accounts payable report was presented for approval.

**Motion**
Harriet Plowman moved to accept the accounts payable report for February. Marvin Lyman seconded the motion, which was unanimously accepted and approved.

The group was informed that it has been verified with DESE that KCMO School District withholding of funds will stop due to the bonds being paid off in February. However, the withholding will continue through June of this year.

Jacque Lane continued the report presenting the bank activity report.

Dave Cozad commented that the charter schools are still not receiving full funding from the state and asked parents to contact their legislature to request full funding for charter schools. Discussion followed.

Jacque Lane stated that in order to move the loan for the building expansion close date to May, a board resolution was required to authorize Dave Cozad to prepare, execute and deliver all documents prior to closing.

**Motion**
Chad Phillips moved that we adopt the resolution authorizing Dave Cozad to prepare, execute and deliver all documents, contracts, and resolutions required to facilitate and close the transaction and take all actions necessary to effectuate the resolution.

Marvin Lyman seconded the motion and the board unanimously approved.

**Development Report – Shelly Doucet**
- Parents were allowed to designate their donations to certain areas of the school.
- A request for a contribution from a foundation in the amount of $35k was received, which will be used for the boiler.
- Another request for a contribution was received in the amount of $10k for fruit cart.
- A proposal has been submitted to a major foundation for support of upgrading the kitchen at the Cherry Campus in the amount of $9.5k
- A proposal has been submitted to a major foundation for support of renovation of a bathroom at the Cherry campus in the amount of $10k
- A proposal request for after school tutoring in the amount of $5k has been submitted to some foundations.
• The question was raised and discussed with regards to seeking funding for transportation.

Facilities Update – Chad Phillips
• 2014-15 and 2015-16 Capital Campaign for the building was presented and discussed. Discussion continued providing information on building repairs to be paid from this year’s budget as well as next year’s budget.

Governance Committee Report – Jon Otto
Jon Otto discussed and gave a brief explanation of the HighBar Program which is a tool provided to the board members and the school to use in improving the school’s governance program. He stressed that this program will be a useful tool for the board and school. Shelly Doucet then gave a brief slide presentation highlighting the program and how it can be used to improve the functions of the board and help improve the overall governance in the school. She mentioned that there is a team of coordinators/facilitators with the program who are available to assist with training and use of the program. This is an $8-10K program being underwritten by the Kauffman Foundation. She indicated that our school was one of a few being offered the opportunity to participate.

Shelly ended by asking the board to participate in the HighBar Program by doing the following:
• Complete the 11 assessments
• Log in at least once per month
• RSVP to meetings via the HighBar
• Use task tracker

Jon Otto added that the Board assessment tools on the HighBar are anonymous and commented that they are very helpful.

President’s Report – Dave Cozad

Dave Cozad having no items to report asked for comments/questions from stakeholders.

Stakeholder Comments
• Lisa Bautista commented that Mikahla Lantz-Simmons has shown that the alumni students are returning to prove and demonstrate the many skills and knowledge acquired which Academie Lafayette played a major role in developing. And, former graduates continue to speak French.
• Janelle Sjue commented that some teachers are not allowed to take computers home and the topic should be revisited. Mr. Mbengue gave an explanation as to why some teachers are not allowed to take computers out of the building. Discussion followed.
• Sherri White brought up for discussion the request made by a parent to enroll his daughter as a sibling listing based on a current parent being the guardian.
Closed Session
Dave Cozad then moved to go into closed session to discuss real estate, personnel issues, and a parent concern.

Roll call vote taken.

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

The open session ended.