

**Academie Lafayette
Board of Director's Meeting
(Virtual Meeting)
June 8, 2020**

MINUTES

Board Members Present:

Jon Otto
Marvin Lyman
Chad Phillips
Harriet Plowman
Tanja Heinen
Michael Bland
Kelly Baker
Renee Schloss
CarlaMebane
Beth McCarthy
Michele Markham
Gwen Poss

Staff Present:

Elimane Mbengue
Maritza Paul
Leslie Houfaidi
Jean Claude Diatta
Heather Royce
Robyn King
Chris Nehr

Guests Present:

Leslie Kohlmeyer
Dana Cutler

Opening

Jon Otto, President, call the meeting to order at 7:00 p.m. due to technical difficulties.

Approval of Agenda

Jon Otto asked for motion to approve the agenda as presented.

Motion

Marvin Lyman moved to accept the minutes as presented. Beth McCarthy seconded. Board **VOTED** to Approve.

Approval of Minutes

Jon Otto requested approval of May 11, 2020 minutes

Motion

Marvin Lyman moved to approve the minutes of the May 11, 2020, meeting as presented. Tanja Heinen seconded. Board **VOTED** to approve.

PTO Report

- No new news due to school closure.
- PTO prepared a statement regarding Black Lives Matter.

President's Report – Jon Otto

- Legislative Update provided. This Spring session is promising and Jon Otto stated that on education front the momentum is moving with regard to funding. Budget is a major focus for the Legislation. Progress is being made and the outlook is positive.
- Discussed current events related to police brutality and other concerns expressed by communities. He informed the group that a statement was written and posted to the Academie Lafayette website from the Head of School and Board President supporting the Black Lives Matter movement. Also, Academie Lafayette is proposing programs in the school to educate and support students and staff on these issues to include increasing diversity training.
- Board members were asked to express opinions regarding the statement from the school and how we can move forward in improvement in the areas of diversity and inclusion.
 - A comprehensive plan needs to be developed. Staff, parents and students need to be better educated on the issues of race relations.
 - Curriculum incorporated into assisting in better educating students about the current issues.
 - Suggest involving families/community.
 - Address social media concern.

Head of School Report

- Academie Lafayette is continuing to address diversity and inclusion.
- Thank you to Graduation Committee for work done to create a virtual graduation.
- Thank you to the COVID-19 Task Force in assisting with setting some of the guidelines involved in virtual classrooms.
- Leslie Houfaldi is retiring after 21 years of teaching and as principal at the Oak Campus.
- Summer School started today, June 8, with 638 students. Summer school parent orientation was held on Friday. Chrome books have been provided to families needing them and additional hotspots have been ordered.
- Thank you to the Technology Director.

- New information system. Staff/teachers met regarding a recommendation for the new system and partial funding from an outside organization is expected to be received. Discussion followed.

Jon Otto asked for motion to approve migration of new information system and the cost of migration.

Motion

Harriet Plowman moved to approve migration of new information system and approved the cost. Marvin Lyman seconded. Board **VOTED** to approve.

- High school furniture arrived and renovation will begin and should take approx. 8 weeks with these items being funded by grants.
- Enrollment 27 intent to return with 22 AL students and 5 being outside students.
- Teacher evaluations have been completed. Comment made that DESE waived certain requirements due to the pandemic.
- New leadership at Oak. Jean Claude Diatta as interim principal and Dorothee Werner is interim Vice President. The process will be re-opened next school year.
- Visa's are being processed for some of the new teachers. Other open positions are also being filled.
- Reviewing process and guidelines relevant to students returning to the buildings for August.
- Question raised regarding AL assisting teachers with additional training and education. Discussion.
- Parents to be surveyed regarding on-line school.

Admissions Report – Robyn King

- 2020-2021 Admissions Update provided by Robyn King providing breakdown by ethnicity and grades.
- Virtual zoom meeting to be hosted tomorrow "Engagement Advocacy Roundtable."
- New French preschool teacher started in June.
- Preschool program very successful with coordination by pre-school teacher.

Development Report – Chris Nehr

- Annual goal is \$270,000
- Annual fund total was provided and it was stated that it is up from last month. We are 95% into our annual goal.
- EIP brought in approx. \$72,628 with a portion being allocated to fund-a-need.
- Engaging with a donor about a possible pledge.
- Last year's EIP total will be provided.
- Fundraising for high school continues.
- Update on prospective donations given.
- New database discussed with regards to funding.

- Top donors reviewed.
- Development Committee will be working on new and additional funds within the community.
- Discussion followed.

Finance Report – Jacque Lane

- Revenue and expenses along with budget restriction presented and discussed.
- Informed Board members of budget decrease in June.
- Gifts and grants fund discussed.
- Food service is under budget. Food service will continue during summer school.
- Trip fund down.
- Building operations discussed.
- Transportation under budget.
- 2020-2021 budgeting discussed.
- Summer school budget to be updated.
- Complete and detailed budget and finance report provided.

Jon Otto asked for motion to approve accounts payable for May.

Motion

Harriet Plowman moved to accept the accounts payable report for May. Michael Bland seconded. Board VOTED to approve.

- Budget to be discussed and meeting TBD for board approval. Tentative week of June 22 or June 29.

Diversity Committee – Kelly Baker

- Committee met and discussed diversity follow up and process of developing plan to include staff training. Diversity Inclusion and Equity training plan being finalized.
- Plan to schedule meeting in June or July (before next board meeting). Suggested to include PTO president in next meeting.

Governance Report – Beth McCarthy

- Retreat on June 27th from 9:30 – 12:00 noon. Board assessment to be covered as well as review of Strategic Plan.
- Board member terms to be discussed at Retreat Meeting.
- Thank you to Chad Phillips, Board member (12 years) who is stepping down from the board.

Adjournment

With no further business, open session was adjourned at 8:30 p.m. to go into closed session to discuss Human Resource issues.

Jon Otto, asked for motion to go into closed session. Roll Call vote taken.

Motion

Beth McCarthy moved to go into closed with roll call vote given. Harriet Plowman seconded.

Roll Call vote

Jon Otto	Yes
Marvin Lyman	Yes
Chad Phillips	Yes
Harriet Plowman	Yes
Tanja Heinen	Yes
Michael Bland	Yes
Kelly Baker	Yes
Renee Schloss	Yes
Carla Mebane	Yes
Beth McCarthy	Yes
Michele Markham	Yes
Gwen Poss	Yes

Open Meeting adjourned