

Académie Lafayette
Board of Director's Meeting
(Virtual Meeting)
May 11, 2020

MINUTES

Board Members Present:

Jon Otto, President
Michael Bland, Vice President
Chad Phillips
Beth McCarthy
Renee Schloss
Marvin Lyman
Harriett Plowman
Kelly Baker
Gwen Poss
Carla Mebane
Tanja Heinen

Meeting opened by Jon Otto.

Approval of Agenda

Jon Otto, President, ask for approval of the agenda as presented.
Board VOTED to approve.

Approval of Minutes

Jon Otto, President asked for approval of the April 13, 2020, minutes. Board VOTED TO approve.

Head of School Report

- Lunches
 - 40 sack lunches per day served and increased to 50 as of Mon., May 11.
- Summer School Program
 - Starts on June 8 for grades K-9.
 - A well structured academic program is planned for the summer program.
- Planning for 20-21 school year
 - Nurses are working on a safe plan to reopen buildings and will also follow DESE recommendations.
 - An onsite/online approach is being considered if needed.
 - New teachers' arrival may be delayed due to closed borders and Embassy offices.
 - Discussed possibility of interns not being allowed to come.
- Recruitment
 - Eleven teachers have been recruited and all but two require a visa.

- **Technology**
 - Additional chrome books are being ordered.
 - Programs will be developed for students needing additional assistance that will allow them to work on improving academics.
 - Some classrooms/teachers will be moving within buildings and some are moving to another campus.
- **High School Update**
 - Update on current admissions was presented.
- **Admissions**
 - Update on admissions presented providing information on current enrollment for kindergarten, 1st grade and high school admissions.
 - Demographics for each elementary building were discussed.
 - Robyn King has been invited to participate on the planning committee for the Diverse Charter Schools Coalition convening January, 2021 in Kansas City.
 - Meeting with Flamboyant Committee.
- **Development Report**
 - The EIP auction a success.
 - Annual fund update – goal is \$270,000.
 - Annual fund up from last month.
 - Musketeer march would have put us over the goal, but could not be held.
 - Meeting with foundations are ongoing regarding support of the school.
 - HCA has not yet signed the contract for providing supplies at wholesale cost to the school.
 - New database will integrate all school communications and fundraising capabilities together.
 - Gift recording processes have been revised.
 - Targeted appeal to be made to lapsed donors.
 - Budget for the annual fund has been increased
 - Currently targeting Foundations for high school funding.
 - Event updates provided re: raffle, Musketeer March and possibility of hosting a Benevon breakfast event discussed.
 - Thank you to Robyn King for assisting with EIP communication and to Michelle Markham for her assistance in providing support to the EIP.

Discussion held.

- **Finance Report**
 - Revenue presented and detail explanation of funding and funding formula provided.
 - Gifts and Grant income provided.
 - May financial report including information on the ADA and basic formula and revenues received was provided.

- Expenses for May discussed and explanations given for amounts spent and the factors surrounding the variations in the expense report. Jacque Lane explained that due to the school being closed, some expenses were lower.
- May revenue projection presented referencing basic formula, transportation, annual fund, food costs, summer school and other costs and expenses.
- Operating expense breakdown reported.
- Budget consideration for 2020-21 discussed.
- April accounts payables presented for review and approval.

Michael Bland asked for a motion to approve April Accounts Payable.

Motion

Marvin Lyman moved to approve the April account payables as presented. Harriett Plowman seconded. Board **VOTED** to approve.

Harriett Plowman brought up for discussion possible funds to be given to teacher for additional tasks completed in setting up and teaching virtual classes.

Michael Bland, Vice Pres. requested a motion to approve a stipend for teachers.

Motion

Marvin Lyman moved to approve a stipend for teachers ' work during COVID-19. Board **VOTED** to approve.

- **Diversity Committee Report**

- Parent Diversity Forum discussed and the work will continue. Letters were mailed to parents with regards to progress being made within the school.
- Next meeting will be scheduled and Kelly Baker mentioned that discussion will be held with regard to planning next year's diversity plans.

- **Governance Committee Report**

- Beth McCarthy asked for a motion to accept Michelle Markham to the board.

Motion

Tanja Heinen moved to accept Michelle Markham to the board. Kelly Baker seconded. Discussion. Board **VOTED** to approve.

- It was announced that Chad Phillips' last meeting will be next month after which time he will be coming off the board.
- Board retreat being planned for June 27 and will be held as a virtual meeting.
- Board self-evaluations have been completed and will be discussed at the retreat.

- **President's Report**

- Update from Legislative Committee provided and information regarding funds to be expended was mentioned and Jon Otto stated that there were not a large number of cuts made to funding. He commented that he will continue to monitor progress of funding plans. Discussion followed regarding lack of revenue and also, the funds to be received from the state. Discussion.
- Information on a tragedy involving a former student was shared.
- Jon Otto thanked staff for their work on providing virtual classes.

Meeting adjourned at 7:55 p.m.