

**Academie Lafayette
Board of Director's Meeting
July 13, 2020**

MINUTES

Board Members Present:

Jon Otto, President
Harriet Plowman
Kelly Baker
Carla Mebane
Michele Markham
Renee Schloss
Tanja Heinen
Gwen Poss
Beth McCarthy
Michael Bland

Board Members Absent:

Marvin Lyman

Staff Present

Elimane Mbengue, Head of School
Jacque Lane
Dorothee Werner
Jean Claude Diatta
Heather Royce
Robyn King
Carlos McClain

Guests

Dana Cutler

Meeting Convened

Jon Otto, President, convened the open meeting at 6:35 p.m.

Approval of Board Agenda

Jon Otto, Board President, asked for approval of the agenda as presented.

Motion

Gwen Poss moved to approve agenda as presented. Beth McCarthy seconded. Board **VOTED** to approve.

Stakeholder Comments

None presented.

Approval of Board Minutes

Jon Otto, Board President, asked for approval of the board minutes for the regular scheduled June Board Meeting and Special Board Meeting.

Motion

Beth McCarthy moved to approve minutes. Michelle Markham seconded. Board **VOTED** to approve.

PTO Report

None presented

President's Report – Jon Otto

MCPSA update – discussions continuing regarding schools opening in the Fall. More information will follow.

Governance Committee Report – Beth McCarthy

- Shared folder set up to put all meeting minutes in the folder.
- Share all meeting dates with Alix Lasker to post to calendar.
- Discussed best practice for publicizing meeting dates and times. Determined that the newsletter is appropriate tool to post on.
- Follow up from “Retreat” provided and it was mentioned that another check in will take place in the Fall to further discuss key items discussed. 1) being thoughtful about how cultural items are presented; 2) succession plans (how board functions, etc.); 3) training for staff and board re: equity and inclusion; 4) discussion re: adding additional Governance Committee members (overview of Governance Committee function provided);

Discussion followed.

Head of School Report – Elimane Mbengue

- Thank you to Dr. Jennifer Goldman for accepting to assist on the COVID-19 Task Force.
- CSGF grant received.
- Summer school session 1 ended and session 2 is in progress and going well.
- Summer school survey sent to parents and teachers to get their input on their experience with the program.
- Teachers are doing well with google classroom and are developing more activities to be completed on google classroom instruction.
- New technology system being installed and will be implemented.
- Summer school is keeping up with technology support.

- Technology plan is being updated.
- New school website is being developed.
- Furniture for high school arrived and audio/video production rooms are being renovated.
- Chrombooks ordered for the 9th grade students.
- Meeting with the high school students to discuss study plans.
- Teachers and administrators re: attending IB training.
- Pres. Trump's executive order banned J-1 and H-1B teachers from entering the country as well as the interns.
- Possible increase will occur in class sizes in lower grades and will possibly hire assistants to assist with kindergarten classes.
- Considering Hybrid option to address teaching students in upper grades in dual languages due to teacher shortage.
- Continuing to recruit teachers due to the anticipated shortage due to Pres. Trump's proclamation.
- Three Options given to elementary parents for re-entry into the school for the 2020-2021 school year presented.
- Two options given to high school parents for re-entry into the school for the 2020-2021 school year presented. Discussion followed regarding the re-entry options.
- Discussion regarding funding if we return for 4 days instead of 5.
- Discussion regarding possible COVID cases that occur and how the school is expected to respond.
- Re-entry will be done in phases (progressive re-opening planned).
- Survey sent to parents to determine instructional method choice
- Transportation and instructional needs being evaluated based on parents' choices.
- Town Hall meeting set for Tues., July 14.
- Meeting held with bus company regarding transportation plans.
- On-line meeting held with teachers to provide update on re-entry plan.
- PD plans being developed.
- Handbook being finalized.
- Various webinars being attended by staff.

Admissions and Outreach Update – Robyn King

- Provided current enrollment numbers for K and 1st grades.
- Currently have three (3) new pre-school teachers.
- Due to COVID, new recruiting methods and ways to provide an open house have been put in place.
- Drive through graduation planned for pre-k students.
- Classes begin for AL pre-k on Aug. 13th.

Diversity Committee Report – Kelly Baker

- Met on July 8, and discussed ways to engage more parents.

- Will allow parents who want to be involved to join committee.
- PTO invited to participate.
- Inviting parents' input.
- Options being explored for a speaker's series.
- Head of School will provide update on diversity training progress and plans.

Development Committee Report – Michele Markham

- Annual Fund update provided with discussion of goals and current total received.
- Fundraising update given providing information on grants, and foundation gifts.
- Working on updating database.
- Reviewing and working on appeals to donors.
- Targeting foundation partners to complete partnership activities.
- Website being revised.

Finance Committee Report – Jacque Lane

- July financial report presented.
- Expense report presented and explanations given.
- June accounts payable report provided and details given.

Jacqueline Lane, Business Manager, asked for motion to approve accounts payable for June.

Motion

Harriet Plowman moved to approve accounts payables for June. Gwen Poss seconded. Board **VOTED** to approve.

Jacqueline Lane mentioned that vote needed for approval of repairs to Oak Campus for duct work.

Motion

Harriet Plowman moved to approve repairs to Oak Campus for duct work in the amount up to \$35,000. Beth McCarthy seconded. Board **VOTED** to approve.

- Retirement compensation for specific staff based on years employment discussed and retirement policy presented. A motion was requested to approve.

Motion

Employee retirement pay out will occur in the following manner:

Staff member that has worked at A.L. for 15 years or more and provides proof of retirement via KCPS retirement center will be entitled to one of the following retirement payouts:

- A) if a "Founder" (those starting with the charter school in 1999) the retiring employee will be paid \$100 per year for all years worked
- B) for all other employees who have worked at A.L. for 15 years or more that retiring employee would receive \$100 per year up to 15 years or \$1500.00.

Harriet Plowman seconded. Board **VOTED** to approve.

June year-end discussion held regarding payment from KCPS and the MOU timeline was discussed.

- Proposal for PPP presented and discussed at last meeting. Dana Cutler, Legal Counsel, requested that a motion to ratify the minutes by voting to approve.

Motion

Michael Bland moved to ratify the actions of the board non-pro tunc for the PPP funds in the amount of approx. \$1.5 million. Harriet Plowman seconded. Board **VOTED** to approve.

President's Report – Jon Otto

Jon Otto asked for feedback on how virtual meetings are going and suggested presenting meetings on you tube.

The AV room layout was presented and explanation provided.

Adjournment

Jon Otto, President, adjourned the meeting at 8:15 p.m.