

Académie Lafayette  
Board of Director's Meeting  
December 14, 2020

**MINUTES**

**Board Members Present:**

Jon Otto, President  
Michael Bland, Vice President  
Marvin Lyman  
Michele Markham  
Dr. Carla Mcbane  
Kelly Baker  
Beth McCarthy  
Tanya Heinen  
Renee Schloss  
Harriet Plowman

**Board Members Absent:**

Gwen Poss

**Staff Present:**

Elimane Mbengue, Head of School  
Dr. Maritza Paul  
J.C. Diatta  
Dorothee Werner  
Heather Royce  
Jacque Lane  
Carlos McClain

Jon Otto, Board President, called the meeting to order at 6:45 p.m.

Jon Otto asked for a motion to amend the agenda.

**Motion**

Jon Otto moved to amend agenda to add closed session meeting to discuss legal matters. Marvin Lyman seconded. Roll call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

**Motion approved**

**Motion**

Jon Otto, President, then moved to go into closed session to discuss legal matters. Michele Markham seconded. Board **VOTED** to approve. Roll call vote.

**Roll Call vote:**

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

Open session ended at 6:47 p.m. to go into closed session.

Closed Session ended at 6:57 p.m. to return to open session.

Open Session began at 7:00 p.m.

**Stakeholder Comments**

Brian Hand, 4<sup>th</sup> grade parent requested to speak.

- Thanked teachers for job well done with virtual teaching.
- Requested info re: Re-Opening Task Force and questioned why no parents on this committee.
- Risk management issues not being discussed.
- Mental health issues of students not being properly addressed

Jon Otto commented that the board would take his comments under consideration.

## **Approval of Board Minutes**

Jon Otto, President, asked for a motion to approve the November minutes as presented.

### ***Motion***

Dr. Carla Mcbane moved to approve the November 9<sup>th</sup>; minutes as presented. Harriet Plowman seconded. Roll call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

### ***Motion approved.***

## **PTO Update – Alonda Lona**

- Thankful Thursday for teachers was very successful.
- Are there any needs for families during the holiday season, if so, please send any request/needs to her email.
- PTO supporting social worker on virtual games with students by offering gift rewards for students.

Dr. Carla Mcbane expressed appreciation to PTO for their support to the school with offering purchase of items to help support mental and educational activities with students.

## **Head of School Report – Elimane Mbengue**

- Covid 19 update provided. The Covid-19 reopening Committee meets every other week.
- On January 11<sup>th</sup> the committee will meet to reevaluate the situation and make recommendations for reopening on January 19<sup>th</sup>.
- Looking at students' needs.
- High school is still open for in-person instruction.
- High school students and teachers are tested for Covid-19 on a weekly basis.
- Mentioned that student mental health issues are a concern and are being discussed and addressed.
- Jon Otto commented that addressing at risk students are being discussed and addressed by Task Force.
- Administering the Common Assessments
- On Dec. 7<sup>th</sup>, 9<sup>th</sup> grade Journalism class successfully launched its first live news broadcast
- Virtual holiday parties scheduled.
- Jan. 4<sup>th</sup> will be PD and will focus on culturally relevant teaching

- Missouri Seal of Biliteracy – Mr. Mbengue requested that AL adopt the MO Seal of Biliteracy

Jon Otto asked for a motion to approve the MO Seal of Biliteracy.

***Motion***

Harriet Plowman moved to authorize Academie Lafayette to adopt the Missouri Seal of Biliteracy. Beth McCarthy seconded. Roll call taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

***Motion approved***

- NWEA District Reading presented. Key takeaways also presented and explanations and details of key takeaways provided. Discussion followed.
- Technology update given and commented that teachers are doing well with assisting students with technology.
- Chromebooks are ready to be rolled out by grade levels.
- SIS Tyler will be opened to parents to allow them access to their student’s information, i.e., grades, lunch bills, etc. and to be able to communicate with teachers.
- Hotspots provided to families needing them.

**Admissions and Outreach – Robyn King**

- Cherry and Oak campuses open seats discussed.
- 2021-2022 kindergarten applications reviewed and discussed.
- Total applications for Pk, K, 1<sup>st</sup> and 9<sup>th</sup> grades presented.
- Online virtual open house – 288 views.
- Virtual Fair – 188 viewing the AL booth.
- Billboard locations and radius of mobile coverage update.
- Diverse Charter School Coalition convening Jan. 28-29.
- Ads for KMBC website presented.

**Finance Committee Report – Jacque Lane**

The annual audit was presented by Brad Steele/Westbrook. He mentioned that Daniel Jones & Co. performed the audit.

- Independent audit report is what is looked at to ensure a clean audit and AL had clean audit.
- Detailed explanation of complete audit provided

- Overall audit good with no major findings

Jon asked for motion to approve the 2019-2020 annual audit.

***Motion***

Michael Bland moved to accept the 2019-2020 annual audit as presented by Westbrook & Co.. Harriet Plowman seconded. Roll call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

***Motion approved***

**Accounts Payables**

Jacque Lane presented the accounts payable report and provided explanation for increase in specific spending as well as additional spending due to Covid.

***Motion***

Harriet Plowman moved to approve the accounts payable for November. Michael Bland seconded. Roll Call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

***Motion approved***

Jacque Lane continued with complete detailed financial report providing information on expenditures and revenues and commented on areas which brought expenses down as well as some of the increases in both areas – expenditures and revenues.

- PPP Forgiveness loan paperwork was completed.

- Employee health insurance has changed to Humana for entire staff. Explanation of why plan changed was provided.

***Motion***

Harriet Plowman moved to amend the Employee Handbook to reflect that beginning in January 2022, the school will pay a minimum flat monthly payment amount of \$610.00 per month for each employee’s health insurance benefit and that said flat rate will be reviewed and finalized on an annual basis during the budgeting process. Michael Bland seconded. Roll call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

***Motion approved***

Projected deficit based upon reduction based on basic formula dollars and reduced enrollment discussed.

**Development Committee Report – Michelle Markham**

- Development Director position interviews being conducted.
- Annual Fund year end appeal emails have gone out.
- PR Campaign Exploration with Parsons & Associates.
- Communication to be put in newsletter re: tax deductions.
- Database analysis and updates from year end appeal being reviewed.
- Fundraising update.
- Planning Spring fundraising appeal.
- EIP being planned.

**Governance Committee – Beth McCarthy**

- Board recruitment discussed.

**Motion**

Jon Otto moved to renew Michael Bland’s term beginning July 1, 2020. Harriet Plowman seconded. Roll call vote taken:

Marvin Lyman	yes
Carla Mcbane	Yes
Kelly Baker	Yes
Beth McCarthy	Yes
Harriet Plowman	Yes
Michael Bland	Yes
Jon Otto	Yes

Board **VOTED** to approve with one abstention by Michael Bland.

**Motion**

Jon Otto moved to appoint Beth McCarthy as an appointed BOD member beginning July 1, 2021. Harriet Plowman seconded. Roll call taken:

**Discussion**

Harriet Plowman stated that she will vote to approve, but has concerns re: taking a parent-elect board members and voting them into an appointed BOD position. Suggests that person step down for one year and then come back for board vote.

How long has Beth McCarthy been on board in current position – since Nov. 2017 and was first parent elect to have 3 year position.

**Roll Call Vote taken:**

Marvin Lyman	(Abstained)
Harriet Plowman.	Yes
Michael Bland.	Yes
Carla Mcbane.	Yes
Beth McCarthy.	Yes
Michelle Markham.	Yes

Board **VOTED** to approve with one abstention by Marvin Lyman.

- Board recruitment – Dr. Carla Mcbane is transitioning off the board. Dr. Mcbane gave comments on her tenure as board member and purpose of going off the board. She was given verbal words of appreciation.
- Discussed open board positions and asked for recommendations from the board for potential members for the board and various committees relevant to the board.

- Suggestion made that BOD should consider filling a board position with a community leader that is a lobbyist.
- Board Retreat recap discussed.
- Parent-elect board position discussed
- Board calendar to be completed

#### **Diversity Committee – Kelly Baker**

- Parent DEI discussions successful – 200-800 people viewed sessions. Recordings are available on the website.
- Surveying parents to get interest in continuing discussions as well as task force committees.
- Seeking new committee members.
- Teacher PD will focus on culturally responsive teaching.

#### **President's Report – Jon Otto**

- No new business
- No charter school updates from Jefferson City re: charter school funding.
- Board end of year fellowship discussed.

#### **Adjournment**

Jon Otto adjourned meeting at 8:40 p.m.