

**Académie Lafayette
Board of Director's Meeting
February 8, 2021**

MINUTES

Board Members Present:

Jon Otto, President
Michael Bland, Vice President
Gwen Poss
Kelly Baker
Michele Markham
Harriet Plowman
Tanja Heinen
Beth McCarthy

Board Members Absent

Marvin Lyman

Staff Present:

Elimane Mbengue, Head of School
Dr. Maritza Paul
Jean Claude Diatta
Heather Royce
Jacque Lane
Carlos McClain

Guests Present

Dana Cutler
Alonda Lona

Meeting called to order at 6:35 p.m. by Jon Otto, President.

Approval of Agenda

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

Motion

Michele Markham moved to approve and Kelly Baker seconded. Board **VOTED** to approve.

Approval of Minutes

Jon Otto, President, asked for motion to approve the January minutes.

Motion

Michele Markham moved to approve the January minutes as presented. Gwen Poss seconded. Board **VOTED** to approve.

PTO Update – Alonda Lona

Meeting held on January 21st

- EIP update provided
- Discussed Valentine’s Day in the classes
- Informed school that any needs for materials/supplies in classroom, i.e., hand sanitizers, masks, gloves, etc. could be provided by the PTO

Head of School Report – Elimane Mbengue

- Welcomed students back K-6
- Facing substitute shortage
- Reopening Committee met to review the data and medical research re: COVID
- Recommendation has been made to reopen for 7th & 8th grades on Feb. 16th or 22nd
- Buses are working on providing transportation for all students who are eligible
- Discussion regarding teacher shortage
- 2021-2022 Calendar presented and discussed
 - First Day of School: Wednesday, August 18
 - 170 instructional days
 - 1184 instructional hours
 - 188 teacher work days

Jon Otto asked for a motion to approve the 2021-2022 school year calendar.

Motion

Harriet Plowman moved to adopt the 2021-2022 school calendar with 170 instructional days and 1,184 instructional hours. Beth McCarthy seconded. Board **VOTED** to approve.

- Academic Program
 - Feb. 3 PD Day – Self-care for educators and parent engagement and student success.
 - Report cards sent electronically.
 - Hiring for 2021-22.
 - Black History programs/activities planned at all three campuses.

Admissions & Outreach Report – Robyn King

- Kindergarten (Cherry 1 seat; Oak 7 seats)
- 1st grade (Cherry 1 seat; Oak 7 seats)
- Update on Kindergarten 2021-22 applications
- Update on total applications
- 2021-2022 applications demographics presented.
- Carter Broadcast Group used for radio advisements and plan presented
- Other ads in place

- Virtual kindergarten fairs and online open house events are scheduled.
- AL Lottery date Thurs., Feb. 25th
- Lottery announcement on March 1st

- **Set Enrollment Caps**

Jon Otto asked for a motion to accept the proposed enrollment caps.

210 students – Kindergarten

200 students – 1st grade

35 students – 9th grade

Motion

Michele Markham moved to accept the enrollment caps for the 2021-2022 school year as presented. Tanja Heinen seconded.

Question – regarding 9th grade enrollment.

Discussion followed.

Board **VOTED** unanimously to approve.

Finance Committee Report – Jacquie Lane

January accounts payables presented and various charges explained.

- Additional expenses for HS CSP grant
- Buildings maintenance and reports
- Staff computer insurance
- Additional charges explained

Jon Otto asked for a motion to approve the January accounts payable.

Motion

Harriet Plowman moved to approve the January accounts payable. Gwen Poss seconded.

Board **VOTED** to approve.

Discussion held regarding building maintenance improvements to the Oak Campus.

Motion

Harriet Plowman moved to increase the building maintenance budget for safety and the Covid-19 related work at Oak. Kelly Baker seconded. Board **VOTED** to approve.

December and January pay per WADA discussed with detailed explanations being provided. And, basic formula presented with explanations.

Year to date expenses presented with explanations being provided. Also, the budget forecast through December was presented.

Additional budget expenditure and revenue items presented and discussed.

Development Committee – Michele Markham

- Database analysis & updates from year-end appeals ongoing
- EIP planning
- Prep for on-boarding of new Development Director who starts on Feb. 16th.
- PR content with MPCSA
- Musketeer March Planning
- Plan for Spring Appeal

Governance Committee – Beth McCarthy

Beth McCarthy mentioned that information regarding motions to be made were sent to each board member regarding attendance and finances and to approve a Covid-19 vaccination policy.

Jacque Lane explained that a head count of attendance would be completed with regard to attendance as part of the Oversight Committee.

Jon Otto asked for a motion for oversight presented in resolution.

Motion

Harriet Plowman moved to approve resolutions about oversight on attendance and finances. Gwen Poss seconded. Board **VOTED** to approve.

Discussion and explanations regarding board training and how the board will move forward on training and set forth policy on the procedures followed by the board to ensure that board training and board resolution procedures are met.

Motion

Beth McCarthy moved to approve and adopt commitment to governing board training as presented in resolution distributed to Board members. **(Beth will send language)**

Motion

Michele Markham moved to approve a Covid-19 vaccination policy. Michael Bland seconded. Board **VOTED** to approve.

Diversity Committee- Kelly Baker

- Met with potential candidates for committee

- Mentioned that additional candidates should include teachers and additional parents
- 2021 goals will be discussed at next scheduled meeting

President's Report – Jon Otto

- Resolution to be adopted by school in support of fill the glitz in funding for charter schools.
- Discussed future board meetings, i.e. , in person versus zoom.
- UCM reviewed by DESE and review and results will be provided to charter schools.