



LYCÉE FRANÇAIS DE LA NOUVELLE-ORLÉANS

Alysson Mills: Chair
Mary Jacobs Jones: Vice Chair
Michael Williams: Secretary
Luke Clary: Treasurer
Ben Castoriano
Tim Gray
Dr. Ann Meese
Dr. Lisa Tropez-Arcenaux

Ex-Officio: Consul Général Jean-Claude Brunet

Lycée Français de la Nouvelle Orléans
Minutes of Meeting of Board of Directors
August 11, 2014
5951 Patton Street New Orleans Louisiana
Held in RESTO! Lycée

Our Mission is that, Lycée Français de la Nouvelle Orléans students will matriculate into the finest colleges and universities throughout the world. Lycée Français will provide the opportunity for its students to achieve both the French Baccalauréat and the Louisiana high school diploma in an academically challenging and culturally diverse educational environment.

Agenda Item

1. Opening Items:

- A. Chair Mills called the meeting to order at 6:34.
- B. Secretary Williams recorded attendance. Member Clary and Member Tropez-Arcenaux were absent.

2. Approval of the Minutes.

The July minutes were tabled until the next meeting.

3. Nominating Committee Report.

Mr. Teague presented the Nominating Committee Report. He explained the committee nomination process and answered several trustee questions. Thereafter, he presented the Nominating Committee's recommendation that Dr. Lisa Tropez-Arcenaux be approved for a second term. For the avoidance of doubt, Member Tropez-Arcenaux is being recommended for a 3-year term. Member Gray made a motion to approve a 3-year term for Member Tropez-Arcenaux and Member Jones seconded the motion. After discussion, the motion was unanimously adopted.

Further discussion was held on the current evaluation process for standing board members. After discussion, Chair Mills asked the Governance Committee to explore developing an evaluation process for standing board member.

4. CEO Report by Keith Bartlett

Mr. Bartlett updated the Board on the current readiness of the school for the upcoming school year. He explained that all teachers have received pre-service training and the French teachers received in-serviced training by Department of Education.

Mr. Bartlett informed the Board that material for the upcoming school year had been received and that the 58% of supply fees received from incoming students.

Mr. Bartlett explained that the Resto! renovation have been completed which will allow for a more efficient preparation for meal service. He also informed the Board on the School was participating in the Community Eligibility program. He explained that going forward all meals would be free to students regardless of parent's financial ability. He stated that the School would continue to request completion of F&R Meal forms for various reason including field trips, transportation (RTA passes), uniform vouchers and reductions in rates for AfterCare and Enrichment Programs.

Mr. Bartlett explained that the renovations to the St. Paul's space were proceeding according to schedule. He stated that the AC was being changed by the lessor and that after the renovations the space would accommodate 2 classrooms and 4 offices in building, which would equal about 28 students and 6 staff members. . He also updated the current events at the Claiborne campus and stated that breakfast and lunch would be served daily and that playground mulch was added to existing play area.

Mr. Bartlett updated the Board with respect to technological advances. He stated that the server was brought on-line and that it allowed for file sharing and would be backed up to the cloud. He stated that staff had received new notebook computers and that old staff computers would be rehabbed for student use (two 16 computer mobile labs). He stated that that a PC lab would be established within the library and that interactive white boards were ordered for 4th grade.

Mr. Bartlett updated the current enrollment numbers and informed that 476 students were registered compared to the budget of 465.

Finally, Mr. Bartlett updated the Board on staffing. He stated that all staff positions were filled and that Mark Vaughn as resigned his position of Coordinator of Student Services, but that Beshundra Rogers hired in that position. He also stated that the new website was on-line. He stated his approval for the new website and indicated that it makes the site more lively and accessible.

5. Committee Reports.

- A. Finance. Ms. Heins reviewed the summary of the budget that was presented at June 24 public hearing and reviewed again at the July 7, 2014 meeting. Chair Mills made a motion to approve the 2014-2015 budget and Secretary Williams seconded the motion. After discussion, the motion was unanimously approved.
- B. Personnel Committee. Secretary Williams made a motion to go into executive session to discuss the end-of-year professional evaluation for Mr. Bartlett. The motion was seconded by Chair Mills. After discussion, the motion was unanimously approved. After executive session, the issue was tabled until the next meeting.
- C. CEO Search Committee. Member Gray led a wide ranging discussion on what traits were important in a CEO going forward. After discussion, this issue was tabled. .
- D. Facilities. Vice Chair Jones presented the facilities report. Vice Chair Jones updated the Board on the current status of the Priestley property. She indicated that OPSB has reappraised the property site. She noted that the School was not bound or in any way obligated to purchase the building yet. She discussed the need to appoint a person to negotiate, communicate with and respond to OPSB regarding the property. After discussion, Chair Mills made a motion to appoint Member Gray as the point person. Vice Chair Jones seconded the motion. After discussion, the motion was unanimously approved. Chair Mills asked Member Gray to report any update at the next Board meeting.

6. Chair Report.

Chair Mills handed out and reviewed the revised bylaws. After discussion, Chair Mills made a motion to approve the revised bylaws and Member Gray seconded the motion. After discussion, the motion was unanimously approved.

Chair Mills handed out and reviewed the 2013-2014 Board policies. She explained that these policies must be reviewed and renewed each year. After discussion, Member Gray made a motion to re-adopt the 2013-2014 Board Policies for the 2014-2015 school year. Chair Mills seconded the motion. After discussion, the motion was unanimously approved.

7. Closing items.

- a. Old business (if any) – Chair Mills presented Member Gray with small token of appreciation for his service as the past Chair.
- b. New Business – None.

8. Motion to Adjourn: Member Castoriano moved and Chair Mills seconded the motion to adjourn. The motion was approved unanimously by those present.