



## LYCÉE FRANÇAIS DE LA NOUVELLE-ORLÉANS

**Alysson Mills, *Chair***  
**Mary Jacobs Jones, *Vice Chair***  
**Michael Williams, *Secretary***  
**Luke Clary, *Treasurer***  
**Tim Gray, *Immediate Past Chair***  
**Ben Castoriano**  
**Dr. Erin Greenwald**  
**Dr. Ann Meese**  
**Dr. Lisa Tropez-Arceneaux**

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**Minutes of the  
Meeting of the Board of Directors of Lycée Français de la Nouvelle Orleans  
Monday, October 13, 2014 at 6:30 p.m.  
5951 Patton Street New Orleans Louisiana**

**1. Opening Items**

Alysson Mills called the meeting to order. In addition to Mills, present were Luke Clary, Tim Gray, Ben Castoriano, Dr. Erin Greenwald, and Dr. Lisa Tropez-Arceneaux.

The motion to approve minutes of prior board meetings was tabled.

Ben Castoriano introduced Sarah Vandergriff of Louisiana Association of Public Charter Schools to the board. Sarah presented the board with LAPCS's Legal Handbook, which the LAPCS wrote for the benefit of schools like Lycée Français. The board expressed its appreciation for the handbook and for LAPCS's support over the past year.

**2. CEO Report**

CEO Keith Bartlett presented the attached monthly report of activity at the school.

**3. Committee Reports (if any)**

There were no committee reports.

**4. Chair Report**

Mills advised that the LDOE's site visit went smoothly and observers appeared to be favorably impressed by the school's progress over the past school year.

She also advised that the OPSB voted to sell the Priestley property to Lycée Français during its September regular meeting. The sale, however, is far from final; the parties have yet to exchange any transactional documents, and Lycée Français still has to do its due diligence. When the process truly gets underway, the board will form committees to manage various aspects of the project. The board is aware that there is a lot of enthusiasm from parents and other members of the Lycée Français community. It will make

announcements regarding ways people can get involved when it has a better idea of the project's needs.

Mills then invited the board to revisit its prior evaluation of Keith Bartlett's professional performance. On motion of Tim Gray, seconded by Ben Castoriano, the board voted unanimously to enter executive session pursuant to La. R.S. 42:17(A)(1). The board remained in executive session for approximately fifteen minutes.

On motion of Ben Castoriano, seconded by Luke Clary, the board voted unanimously to resume its open meeting.

Mills then reiterated that Keith Bartlett's performance last school year exceeded expectations. As announced at the board's last regular meeting, the board wants Bartlett to serve as Lycée Français's permanent CEO. Mills presented the board and Bartlett with an updated contract for Bartlett to sign.

The board briefly discussed the contract and determined that, in recognition of his performance, Bartlett's salary should be raised. The board determined that \$110,000, which is a 22% raise, is appropriate.

The board invited public comment on the contract.

Parent Nikki Raschal spoke. She stated that she supports the contract and raise and believes that Bartlett has done an excellent job. She hopes, however, that other key members of Bartlett's team are rewarded, too. Ben Castoriano responded that the board fully agrees with her sentiment but believes that is a decision that Bartlett must make.

There being no further public comment, on motion of Tim Gray, seconded by Dr. Erin Greenwald, the board voted unanimously to approve the contract, with the revised salary of \$110,000.

#### 5. Closing Items

The board accepted general public comment.

Parent Charlie Varley spoke. He stated that in his opinion the zoo program is "phenomenal." The practical things students are learning about the environment – through learning-based projects at the zoo and through recycling and composting exercises at the school – are priceless. He observed, "My kid is absorbing so much." He thanked the school's leaders for their commitment to an experiential education.

There being no further public comment, on motion of Dr. Tropez-Arceaneaux, seconded by Luke Clary, the board voted unanimously to adjourn.

I hereby certify that the above and foregoing is a true and correct copy of the minutes of the meeting of the Board of Directors of Lycée Français de la Nouvelle Orleans.

*/s/ Alysso Mills*

Alysso Mills, substituting for Secretary Michael Williams

## **CEO Report to LFNO Board of Directors**

**13 October 2014**

### **A. Visits**

- a. from author
- b. Dept. of Education—charter renewal
  - i. No concerns voiced
  - ii. Positive meeting
  - iii. December meeting of BESE to review and approve charter extension
- c. Renaissance Grant evaluator, Dr. Michelle Broussard
  - i. Focus on math instruction

### **B. Public Records Request by SPLC**

- a. Admissions and Enrollment criteria

### **C. Enrollment**

- a. Total: 471 enrolled students.
- b. Budget set at 465 students
- c. At-risk population
  - i. Total school: 38.5% (up from 31% in SY 2013-14)
  - ii. Kindergarten: 54% (up from 34% in 2013-14)
- d. Recruiting Efforts
  - i. Outreach Team-20 members including parents and staff
    - 1. Weekly events beginning Oct 1 all targeted at K at-risk populations
    - 2. Palmer Park Arts Markets- 4 weekends in Oct, Nov, Dec
    - 3. Transitional meetings for Head Start programs-Nov 7
  - ii. Open House—25 October; November 12
  - iii. Open House in Pigeon Town neighborhood-Nov-TBD

### **D. Finance**

- a. Adams and Reese invoices for 2013 (General legal advice, PRR, Mipro litigation)
  - i. \$14,688.24
    - 1. for general legal and PRR advice
    - 2. fees for litigation will be

### **E. Staffing**

- a. TA resigned in face of family move to FL for job advancement
- b. Professional Development
  - i. Marina attending Natl. Conf. of Immersion Schools—SLC
  - ii. Roy Lyster to present for LF staff and invited guests on Nov 19 at Tulane

### **F. 2015-16 Facility Needs**

- a. Will need to request more space from St. Paul's for next year.
  - i. 4 classrooms needed (re-configure second to carve out 3 or 4 classrooms)
  - ii. Request the use of the stage if needed
  - iii. Request the use of fellowship hall for lunch
- b. Possibility of closing in the atrium section of second floor (Patton campus) to create space for intervention services, and offices for admissions, student services, speech therapy, enrichment)
- c. Operational work being performed this week:
  - i. Patton St.
    - 1. Repairs to urinals in boys restrooms
    - 2. Auto faucets in all restrooms
    - 3. Asbestos repair to ceilings throughout
    - 4. Replacement of an HVAC unit that addresses one half of the second floor
    - 5. Major cleaning on Friday to include biannual wipe down of all surfaces
    - 6. Installation of student cabinets and storage places in classroom 208
    - 7. New mailboxes in front office.
    - 8. Buffing of corridors
  - ii. St. Paul
    - 1. New Central A/C being installed on second floor
  - iii. Claiborne
    - 1. Annual fire panel inspection
    - 2. Building cleaning with particular emphasis on Petite Resto

**G. School Mascot**

- a. Mascot selected—being designed by artist
- b. Grand Reveal-TBA

**H. Seeking State Certification as an Immersion School**

- a. Will submit documentation in early 2015
- b. Site visit to follow
- c. Announcement in Spring

**I. French Quarter Program**

- a. Begins Monday, October 20
- b. First 3 of the 6-week program will be housed at Cathedral School on Dauphine St.
- c. Part 2 begins January 12 and will be housed at Natl Park Service Visitor Center.

**J. Annual Campaign**

- a. Kicks off this week
- b. \$30,000 goal