



LYCÉE FRANÇAIS DE LA NOUVELLE-ORLÉANS

Michael Williams, *Chair*
Mary Jacobs Jones, *Vice Chair*
Ben Castoriano, *Secretary*
Luke Clary, *Treasurer*
Alysson Mills, *Immediate Past Chair*
Tim Gray
Dr. Lisa Tropez-Arceneaux
David Amoss
Margarete Wabnig

Minutes of Meeting of the Board of Directors of Lycée Français de la Nouvelle Orleans

Monday, December 19, 2016 at 6:30 p.m.

1333 South Carrollton Street New Orleans Louisiana

1. Opening Items M. Williams
B. Castoriano
 - a. Open meeting, roll call
 - i. **Williams, Castoriano, Tropez-Arceneaux, Amoss, Wabnig in attendance**
 - b. *Motion to approve minutes of the Board's last meeting**
 - i. **No action**
2. CEO Report K. Bartlett
 - a. **See attached report**
 - b. *Motion to approve Children's Internet Protection Act policy**
 - i. **Mr. Bartlett explains purpose of CIPA policy. Policy is in line with other schools. Approx. 60% of our students use the internet.**
 - ii. **Motion by D. Amoss, Second by B. Castoriano. Passes unanimously.**
3. Chair Report M. Williams
 - a. Task Force update
 - i. **Tim Gray is chairing task force. First meeting will be in January. Hoping to have some recommendations for BOD meeting by March.**
 - ii. **Congratulations to all for LFNO's "A" academic rating.**
4. Committee Reports
 - a. Governance Committee Report (if any)
 - b. Academics Committee Report (if any)
 - c. Development Committee Report (if any)
 - *Motion to negotiate and enter into capital campaign contract**
 - **L. Tropez-Arceneaux presents PowerPoint presentation regarding proposals received.**

- **Donations are currently \$23,437.-0 (66.96% of annual goal).**
 - **Committee recommends Proposal “B” for capital campaign contract.**
 - **It is more tailored to LFNO’s needs.**
 - **Proposal B is local.**
 - **Proposal B is more of a “partnership.”**
 - **Motion to approve Proposal B by D. Amoss. Second by B. Castoriano. Passes unanimously.**
- d. Finance Committee Report (if any)
- *Motion to approve Line of Credit**
 - **Clean audit report.**
 - **Motion to approve line of credit with Whitney (no specific plans to use it, it has just been general good practice to have line of credit, as we have in the past) by B. Castoriano. Second by D. Amoss. Passes unanimously.**
- e. Priestley Committee Report (if any)
- *Motion to negotiate and enter into agreement with Gulf Services Contracting, Inc. pursuant to public bid law**
 - **LEAF conducted public bid for remediation work at Priestley.**
 - **Gulf Services was the lowest responsible bidder - \$148,619.**
 - **Motion to negotiate Gulf Services contract by D. Amoss. Second by L. Tropez-Arceneaux. Passes unanimously.**
 - *Motion to negotiate and enter into lease regarding the Johnson building**
 - **Johnson School – was Sophie B. Wright school.**
 - **RSD using the space. They are willing to lease for 2 years with option on 3rd year.**
 - **Includes playgrounds and 30+ classrooms.**
 - **This is the “bridge” we have been looking for to get us to Priestley.**
 - **No cost for the lease.**
 - **Some work needs to be done (painting, etc.), but the building is functionally ready.**
 - **Motion to enter into negotiations with RSD for Johnson Building lease by B. Castoriano. Second by D. Amoss. Passes unanimously.**
 - *Motion to negotiate and enter into architectural contract with Eskew+Dumez+Ripple**
 - **Our contract with the original architect has come to a natural stopping point (when they provided the master plan).**
 - **We have decided to part ways with original architect.**
 - **EDR (Eskew+Dumez+Ripple) presented originally and was the runner up for the first part of the contract.**
 - **The price for EDR to get the next phase of the work is roughly equivalent to what we would have paid the original architect to do the next phase of the work.**
 - **EDR will use the master plan we received from the original architect.**
 - **There is no effect on the budget by hiring EDR now.**
 - **Motion to negotiate and enter contract with EDR by D. Amoss. Second by L. Tropez-Arceneaux. Passes unanimously.**

5. Closing Items

- a. Old business (if any)
- b. New business (if any)
- c. *Motion to adjourn**
- d. **Motion to adjourn by B. Castoriano. Second by L. Tropez Arceneaux. Passes Unanimously.**

* Individuals who wish to comment on any proposed Board action must fill out a speaker card and deliver it to the meeting’s vice-chair prior to the commencement of the public comment period for that agenda item.

CEO Report to LFNO Board of Directors

19 December 2016

A. Finance— (in addition to report given by Luke Cleary, if present)

- a. Medicaid Billing— State reviewing Medicaid application
- b. Investigating unified system for making payments for Before/AfterCare, Enrichment, Meal Service, Tuition

B. Academics— (report delivered by Marina Schoen)

- a. SPS 105.6 earned letter grade of A
- b. COMPAS evaluations completed for Fall session
- c. Martinique and Guadeloupe visit report
- d. AEFÉ Schools Directors Meeting

C. Special Education—

- a. By the Numbers:
 - i. Students with IEPs—60
 - ii. Gifted—36
 - iii. 504 Students—40
 - iv. Students currently being evaluated—24
 - v. IEP, 504, SAT meetings held this semester—129
- b. New Hire—Student Services Data Manager- tracks student progress in the RtI process, schedules meetings, maintains spreadsheet of students moving through the process. Has experience with the State special education data base-SER.

D. Admission and Enrollment—

- a. Current enrollment 721 (4 less than budgeted)
- b. Applications received to date:
 - i. Pre-K, tuition based (20 seats)-138 applicants
 - ii. Pre-K, LA4 (40 seats)-77 applicants
 - iii. K- (125 seats)-216

Note: School rank on the app is unknown
- c. Marketing
 - i. School Tours—8 tours conducted to date w/ more than 80 participants
 1. 7 additional tours scheduled for New Year
 - ii. Tabling events--
 1. Head Start centers—Incarnate Word, Royal Castle, Kingsley House
 2. Urban League School Expo at Superdome

E. Student Life

- a. Athletics
 - i. Girls Basketball-1st win, Boys still waiting for first win
 - ii. Boys and Girls Soccer- 3 wins, 1 tie, 0 losses

F. Parent Engagement

- a. 175 parents involved in the Marché effort
- b. \$24,599.16 raised