

Lycee-Francais Board meeting minutes
September 18, 2017 meeting

Roll call - Mike Williams, David Amoss, Margerete Wabnig, Lisa Tropez-Arceneaux, Keith Bartlett present
Quorum met - 4/7

CEO report by Keith Bartlett

1. **Admissions and Enrollment**—824 (budget built on 810 students)
 - a. Recruiting beginning for SY 2018-19
 - i. Weekly tours begin October 5
 - ii. Open Houses—Oct 25 (English); Nov 29 (Spanish); Jan 31 (English)
 1. Planning additional Open Houses in targeted neighborhoods
 - iii. Tabling events planned for Head Start centers
 - iv. Doubling down efforts to market to ED and Special Needs families
 1. Citywide transportation will help with the effort
 - v. Preliminary calculations indicate that the current ED/Special Needs percentage is 52.3
2. **Facilities**— (Report on Priestley progress to be delivered by Facilities Committee Chair)
 - a. Patton Campus—10 Year lease signed with Archdiocese / St. Francis Parish
 - i. Rent in year 1--\$360,000
 - ii. Not as cramped; 125 fewer students than prior years
 - iii. No students housed at St. Paul building
 - b. Johnson Campus—
 - i. One small roof leak during recent rains. Filed warranty with manufacture re the membrane.
 - ii. AC ongoing issues
 1. Insulation failing in some areas.
 2. Chiller issue.
 - c. Priestley—
 - i. Some interest in a film project
 - ii. Roof holes to be patched
 - iii. First floor window opening re-secured after Historic Tax Credit survey
 - d. Carrollton Campus—listed with Corporate Realty for sublease
 - i. One startup charter school is very interested but has not received charter yet.
 - ii. Some inquiries for very small space.
 - e. Bus service
 - i. West Bank route working well
 - ii. Transportation team has begun studying area school transportation systems
3. **Human Resources**—
 - a. Health insurance.
 - i. No increase in premiums for school
 - ii. Open enrollment period for staff
 - b. All full-time positions filled with one part time position left to fill—IT support
 - c. Four of the current interventionists are pursuing certification in SpEd.
4. **Academics**— (Delivered by Marina Schoen)
 - a. Social Studies results for SY 2016-17 have been released

- b. Thinking Outside the Classroom
 - i. First four-week session for third grade at the zoo ends this week.
 - ii. First session at the aquarium began today
 - c. Beginning of Year (BOY) benchmark assessments being completed
5. **Development**—
- a. Annual Campaign to launch in October
 - b. Continued work on major grants for Priestley development
6. **Student Life**
- a. Football team doing better than the Saints! Record: 1-1
 - b. Volleyball games beginning this week
 - c. Cheer spirit team to begin cheering at games; in French, of course

Chair report by Michael Williams

As previously announced, this is Keith's last year as CEO

By laws can create ad hoc committee

By laws also allow President to name chairs of committees

Mike plans to ask Ben and Allyson to co-chair search committee

David A. makes a motion to create search committee, Lisa T. seconds, passed unanimously

Committee reports

Nominating committee getting going searching for new board members

Development committee - goal to be 100% participating board

P&N coming in to do the audit, rate this year is higher. It is \$19k plus 8k AUP.

David A. makes a motion to approve \$8,300 outlay for Stratum to do geotechnical work and to ratify \$650 for flow test recommended by Facilities committee, Mike Williams seconds, approved unanimously

Motion to adjourn by David A., Margerete W. second, unanimously approved – meeting adjourned