

International School of Louisiana
APPROVED MINUTES, Regular Board of Trustees Meeting
Wednesday, March 12, 2014

Call to Order: The regular meeting of the Board of Trustees was called to order at 6:05 p.m. at the Camp St. campus.

Present: Matt Amoss (President)
Mike Lappa (Vice-President)
Barbara Griffin (Secretary)
Duane Drucker (Treasurer)
Andrew Yon
Dominique Wilson
Chantell Reed
David Bordson-Bozzo
John Wettermark
Brenda Richard-Montgomery

I. WELCOME

- **Approval of Minutes** – The minutes of the regular Board of Trustees meeting of January 22, 2014 were approved.
- **Acceptance of Committee Reports** – Mr. Lappa mentioned that the Nominating Committee would like to raise the Board membership to 11 members, then asked if Board members Drucker and Wettermark would agree to serve additional three year terms on the Board beginning May 2, 2014. They both agreed. The Board voted to approve committee reports.
- **Board President's comments** - Mr. Amoss thanked the ISL administration as well as the PTO for the work that they do.

II. Q AND A WITH HEAD OF SCHOOL

- The Director of Finance, Mr. Bruce Fromeyer, has left the position of Director of Finance. Mr. Wilson has engaged the services of Academic Resource Solutions to complete payroll, submit Orleans and Jefferson Parish quarterly financial reports, as well as reconcile bank accounts. The cost of these services will be about \$6,200. There was no negative impact on our charter due to the delay in submitting required reports with State of Louisiana and Jefferson Parish. Going forward, two individuals from Academic Resource Solutions will continue to work about forty hours per week, and one additional individual will work on a weekly basis for about \$10,000 for a two week, two day period. The job description for Director of Finance is posted on the ISL web site.
- Mr. Wilson, referring to the ISL Academic Strategic Objectives, asked Mrs. Laura Adelman-Cannon to discuss testing comparisons and how they are statistically valued to be in line with the ISL mission statement and if these objectives are being achieved. Mr. Amoss asked how Mrs. Addleman-Coleman defines student improvement and requested a concise description of how ISL succeeds academically with all students.
- ISL administration presented the Facility Plan Draft 2 with several possible courses of action for ISL to lay the groundwork for future enrollment. The plan also included financial implications of the process particularly for the Camp St. and Olivier St. campuses.

International School of Louisiana
APPROVED MINUTES, Regular Board of Trustees Meeting
Wednesday, March 12, 2014

Mr. Wilson encouraged the input of the Board of Trustees, ISL administration and parents at the Facilities Planning committee meetings to ensure that any decision has the buy-in of all parties.

III. OPEN PUBLIC COMMENT

- Mrs. Wilson asked if ISL is participating in the PARCC testing, the new assessment that will replace the Leap Test next year. Mr. Wilson confirmed that ISL is participating in the PARCC testing.

IV. EXECUTIVE SESSION

- The Board went into executive session to discuss the Head of School's contract.

V. VOTING AGENDA

- Mr. Lappa and Mr. Wettermark made a motion to approve the Jan. 22, 2014 Minutes of the Board of Trustees. The Board voted unanimously for approval.
- Mr. Wettermark and Mr. Drucker made a motion to approve the Committee Reports. The Board voted unanimously for approval.
- Mrs. Richard-Montgomery and Mr. Wettermark made a motion to enter into executive session. The Board voted unanimously for approval.
- Mr. Drucker and Mrs. Wilson made a motion to adjourn at 7:28pm. The Board voted unanimously for approval.

V. ADJOURNMENT

The International School of Louisiana adjourned its regular Board of Trustees meeting at 7:28pm.

The next board of Trustees meeting is scheduled for Wednesday, March 26, 2014.

International School of Louisiana
APPROVED MINUTES, Regular Board of Trustees Meeting
Wednesday, March 12, 2014

Other interested parties present:

Staff and Administration:

Susan Chapman
Aviva Le
Karla Rivera
Emily Thomas
Rosa Alvarado
Samantha Tucker
Amanda Hudson
Melissa Boudreaux
Karla Maine Cochran
Melanie Tenneson
Sean Wilson

Guests:

Robert Morris – Uptown Messenger
Shannon Fazande – PTO Camp St. V.P.
Thomas Thoren – The Lens

Respectfully submitted by Barbara Griffin, Board Secretary

March 26, 2014

Date Approved by Vote of the Board

The mission of the **International School of Louisiana** is to provide a Challenging education, Emphasizing: Language Immersion, International Awareness, the Celebration of diversity, and Community responsibility.

Committee to Board Report

To: ISL Board of Trustees

From: ISL Finance Committee

Committee Chair: Duane T. Drucker

Date of report: March 12, 2014

Signature:



Date of last meeting: March 11, 2014

Date of next meeting: TBD

Administration Present: Sean Wilson

Board members: Duane Drucker, David Bordson-Bozzo, Matt Amoss, Brenda Richard Montgomery

Staff Members:

Other:

Guests: Thomas Thoren (The Lens)

Summary of Committee Meeting:

The committee discussed December and January's balance sheet and income statement prepared by the administration. The discussion focused on account variances between YTD actual and budget.

The check register for December and January was reviewed. Administration responded to questions regarding specific cash disbursements and receipts from the committee.

The committee discussed the use of a consulting firm to assist the finance department on a temporary basis until a new director is hired. The current search process was also discussed in committee.

Administration updated the committee on the current state of the transition to Paychex for payroll preparation started several months ago.

The committee discussed the projected timeline for repayment of the line of credit and money market funds.

Committee Requests:

Calendar listing financial reporting due dates to agencies

Votes Taken:

No votes were taken at this meeting.

Meeting Called to Order: 5:34 p.m.

Meeting Adjourned: 6:53 p.m.