

Minutes

International School of Louisiana Board of Trustees

Board Meeting

Wednesday Oct 29, 2014 @ 6:00 PM at Camp Street

Board Members Present

B. Griffin, B. Richard-Montgomery, C. Reed, D. Drucker, D. Wilson, J. Wettermark, M. Pedalino, V. Diaz

Board Members Absent

D. Bordson-Bozzo, M. Lappa

Guests Present

Adierah Berger, Ana Espiritu, Chislaine Camey, Jairo Maldenade, Karla Cochran, Laura Adelman Cannon, Melanie Tennyson, Melissa Boudreaux, Rosa Alvarado, Susan Chapman, Tracy Shields

I. Opening Items

Call the Meeting to Order

D. Wilson called a meeting of the board of trustees of International School of Louisiana Board of Trustees to order on Wednesday Oct 29, 2014 @ 6:05 PM at Camp Street .

Approve Minutes

B. Richard-Montgomery made a motion to approve minutes from the Board Meeting on 09-24-14.

M. Pedalino seconded the motion.

The board **VOTED** unanimously to approve the motion.

Approve Minutes

C. Reed made a motion to approve minutes from the Meeting on 10-20-14.

M. Pedalino seconded the motion.

The board **VOTED** unanimously to approve the motion.

Acceptance of the Committee Reports

B. Griffin made a motion to accept all committee reports.

B. Richard-Montgomery seconded the motion.

The board **VOTED** unanimously to approve the motion.

Board President's Comments

Mrs. Wilson congratulated ISL administration, staff and teachers on the rating they received. She is very proud to be a part of this organization and commends everyone on their outstanding ratings.

II. Other Business

Open Public Comment

There was no public comment.

Q & A With Head of School

Mrs. Tennyson congratulated Mrs. Berger for her hard work at the Bunche campus with a 7points gain, bringing their score to 83.5. The Camp St. and Olivier St., has been identified as a "Top Gains School", gaining 9 points. DELF pass rate, 100 percent. DELE was lower, there will be more emphasis on formal writing in Spanish. Finance Dir., Tracy Shields, is rebuilding the Finance Dept. and will hire several new employees. Mrs. Tennyson has terminated three employees and hired several new employees. The total number of ISL employees is 213. Jefferson Parish has allocated money for our IT department. The mandatory, on line, ethics training will come

soon for all ISL employees as well as all members of the Board of Trustees. Human Capitol Dept. will streamline the payroll with a new payroll system. Mrs. Laura Cannon, Curriculum Dir., attended the International Immersion Conference at Univ. of Utah., where she presented twice. ISL was guest of the Embassy of France.

Final Gala Report and Global Appeals Status

Dir. of Development, Karla Cochran, used 8 goals to increase the Gala profit margin. This year, showed a 29 percent improvement over last year with a profit of \$31,278. The Gala will be followed by the Annual Campaign.

Open Public Comment

Mr. Pedalino complimented Principal of Bunch campus, Mrs. Berger, on the calm response to the fire incident. Mrs. Griffin introduced Mr. Howard Rogers, a potential member of the Board of Trustees.

III. Facilities

Facilities - Update

Ms. Le has hired a full time employee for the Olivier campus and is moving other employees around and anticipates hiring more, full time workers. Scott Drego, from RSD, said that ISL is back on the docket for the RSD school renovation that includes 19 major items, such as chillers, windows to be replaced or repaired, wooden doors to be replaced or repaired, sprinkler system installed, electrical work to increase the load capacities, and exterior repair. Mrs. Tennyson will forward enrollment projections. In about two years, we will outgrow our current space and she sees various options on the table: to share a facility with another school, share space at a college or university, add to the Camp St. building, find another building to renovate, or build a new school. Mrs. Tennyson has attended a workshop on how to finance a school renovation with community tax credits and block grants.

IV. Closing Items

Adjourn Meeting

B. Richard-Montgomery made a motion to adjourn the meeting of the Board of Trustees at 7:03pm.

M. Pedalino seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:12 pm.

Respectfully Submitted,

B. Griffin

Minutes

International School of Louisiana Board of Trustees

Strategic Planning Committee Meeting

Monday Oct 27, 2014 @ 5:30 PM

Board Members Present

B. Griffin, B. Richard-Montgomery (remote), C. Reed, D. Drucker, D. Wilson, J. Wettermark, V. Diaz

Board Members Absent

D. Bordson-Bozzo, M. Lappa

Guests Present

M. Tennyson

I. Opening Items

Call the Meeting to Order

D. Wilson called a meeting of the Strategic Planning committee of International School of Louisiana Board of Trustees to order on Monday Oct 27, 2014 @ 5:40 PM.

II. Strategic Planning

Finalize and Vote 2014-2015 Board Goals

Preparation of goals are on-going and will be finalized by December. No vote was taken and agree to complete by December.

Facilities - Presentation Status Report

M. Tennyson provided an update on options and stated a more detailed plan will require more time. It was decided that the board will request a formal presentation of these options at a later board meeting to grant administration the time needed. Therefore, on October 29, 2014, M. Tennyson will only provide a brief update to the board as a whole on Facilities.

Strategic Planning Schoolwide Updates

Administration share the vision for continuous improvement at each campus while providing areas strengths and needs for improvement based on each campus assessments.

III. Other Business

Position for Type 2 Funding

Engagement of Adams and Reese - Intervention Status. Board members not present for the Special board meeting were able to engage in the discuss and have questions addressed.

V. Diaz left early. Ms. Diaz left at 6:30 to attend another meeting for 7:00.

IV. Closing Items

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 06:52 pm.

Respectfully Submitted,

D. Wilson

Minutes

International School of Louisiana Board of Trustees

Finance Committee Meeting

Tuesday Oct 28, 2014 @ 5:30 PM at Camp Street Campus

Board Members Present

D. Bordson-Bozzo, D. Drucker

Guests Present

M. Tennyson, Tracy Shields

I. Opening Items

Call the Meeting to Order

D. Drucker called a meeting of the Finance committee of International School of Louisiana Board of Trustees to order on Tuesday Oct 28, 2014 @ 5:39 PM at Camp Street Campus.

II. Finance

August 2014 Financial Statements

The committee reviewed August's balance sheet and income statement prepared by administration. The discussion focused on cash balances, Paypal account, lease agreements, payroll, and legal expenses.

August HOS Credit Card Statements

The Head of School's credit card statements were reviewed for the month of August.

August's Check Reporting

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

Cash flow for 2014 4th QTR and 2015 1st QTR (calendar year)

The committee requested that administration create a cash flow projection after January 1st covering February - June 2015.

Contingency Funding for LAE vs. State of LA

The committee discussed funding sources for temporary disruptions in MFP funding predicated on LAE vs. State of Louisiana.

III. Other Business

Status of Finance Department

The administration responded to questions regarding the staffing of the Finance Department.

Plan to review and update Board Finance Policies

Board members discussed plans to examine current board financial policies and the time table to recommend revisions to the committee.

IV. Closing Items

Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 07:06 pm.

Respectfully Submitted,

