

International School of Louisiana Board of Trustees

October 2022 Board of Trustees Meeting

Date and Time

Wednesday October 26, 2022 at 6:00 PM CDT

Location

1400 Camp Street

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.

Agenda

I. Opening Items

Opening Items

- A. Call the Meeting to Order
- B. Record Attendance and Guests

II. Minutes

- A. Approve Board Retreat Minutes
Approve minutes for 2022 Board Retreat on August 13, 2022
- B. Approve March 2022 Board Minutes
- C. Approve January 2022 Minutes
- D. Approve September 2022 Finance Committee Minutes

- E. Approve May 2022 Finance Committee Minutes

III. Action Items

An opportunity for public comment will be offered prior to each vote by the Board.

- A. SPED Classroom Camera Policy

The Board will consider a policy to comply with Act 456, which requires LEAs to adopt a policy describing how parents or legal guardians of students in special education classrooms may request the installation of a camera in the classroom.

- B. Louisiana Compliance Questionnaire (For Audit Engagements of Charter School)

IV. Other Items

- A. HOS Report

V. Executive Session

- A. Head of School's Annual Review

VI. Public Comment Period

A general public comment section so that attendees may address the Board; speakers are asked to limited themselves to one comment of 2 minutes' or less duration. **To protect employees' and students' rights to privacy, attendees are asked to refrain from making comments regarding individual students or employees.** Concerns about individuals can be addressed to the Board through ISL's grievance process, detailed in the Family-Student Handbook.

VII. Closing Items

- A. Adjourn Meeting

Coversheet

Approve Board Retreat Minutes

Section: II. Minutes
Item: A. Approve Board Retreat Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for 2022 Board Retreat on August 13, 2022

APPROVED

International School of Louisiana Board of Trustees

Minutes

2022 Board Retreat

Date and Time

Saturday August 13, 2022 at 9:00 AM

Location

1400 Camp St, New Orleans, Room 201

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.

Trustees Present

N. Dixon, Q. Jackson, R. Brazzini, S. Barthelemy, V. Cuiellette

Trustees Absent

G. Ligon

Guests Present

S. Chapman

I. Opening Items

A. Call the Meeting to Order

S. Barthelemy called a meeting of the board of trustees of International School of Louisiana Board of Trustees to order on Saturday Aug 13, 2022 at 9:05 AM.

B. Record Attendance and Guests

S. Barthelemy made a motion to reorder the agenda to vote on nomination of Board members next.

V. Cuiellette seconded the motion.

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

C.

Election of New Board Members

S. Barthelemy made a motion to nominate Quentin Davis and Nancy Dixon to the Board of Trustees.

V. Cuiellette seconded the motion.

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

II. Board Training

A. Board Basics Training

Sarah Vandergriff Kelley from the Louisiana Association of Public Charter Schools provided professional development on charter school Board service: The Charter School Landscape, Charter School Accountability, and Governance Best Practices.

III. Board Business

A. May 2022 Board Meeting Minutes

S. Barthelemy made a motion to approve the minutes from May 2022 Board Meeting on 05-25-22.

V. Cuiellette seconded the motion.

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

B. 2022-23 Meeting Schedule

The Board discussed dates for meetings in the 22-23 school year. Committee meeting dates will be determined by the committee members at a later date. All dates will be posted on the school website and at the Head of School's office.

IV. Action Items

A. 2022-23 Budget

V. Cuiellette made a motion to to adopt the draft 2022-23 budget.

S. Barthelemy seconded the motion.

The Board reviewed and discussed the Draft Budget that was initially presented at the May Budget Hearing.

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

B. 2022-23 Pupil Progression Plan

Q. Jackson made a motion to adopt the updated Pupil Progression Plan.

N. Dixon seconded the motion.

Melanie Tennyson presented the 2022-23 Pupil Progression Plan; the ISL-specific portions of the plan have not changed, but because the state-mandated portions of the plan have changed, it must be re-adopted.

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

C. Records Retention Policy

N. Dixon made a motion to approve the presented Records Retention Policy.

Q. Jackson seconded the motion.

Susan Chapman presented a proposed new Records Retention Policy that adheres to state and federal requirements.

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

D. Election of 2022-23 Officers

N. Dixon made a motion to forward this agenda item to the next Board meeting.

Q. Jackson seconded the motion.

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

V. Head of School Report

A. Head of School's Report

Melanie Tennyson delivered her report to the Board.

VI. Public Comment

A. Public Comment

No public comment was offered.

VII. Executive Session to Discuss Head of School's Annual Review

A. Head of School's Annual Review

Q. Jackson made a motion to enter executive session.

V. Cuiellette seconded the motion.

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

S. Barthelemy made a motion to exit executive session.

V. Cuiellette seconded the motion.

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

N. Dixon made a motion to approve the annual review.

S. Barthelemy seconded the motion.

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

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:24 PM.

Respectfully Submitted,
S. Chapman

Coversheet

Approve March 2022 Board Minutes

Section: II. Minutes
Item: B. Approve March 2022 Board Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for March 2022 Board of Trustees Meeting on March 23, 2022

APPROVED

International School of Louisiana Board of Trustees

Minutes

March 2022 Board of Trustees Meeting

Date and Time

Wednesday March 23, 2022 at 6:00 PM

Location

International School of Louisiana - Uptown Campus, Cafeteria

1400 Camp Street

New Orleans, LA

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.

Trustees Present

G. Ligon, J. Brown-Russell (remote), S. Barthelemy, S. Stickney Murphy, V. Cuiellette

Trustees Absent

B. Muntean, R. Brazzini

Guests Present

S. Chapman

I. Opening Items

A. Call the Meeting to Order

B. Record Attendance and Guests

II. Approve Minutes

A. March 2022 Finance Committee Minutes

S. Barthelemy made a motion to approve the minutes from March 2022 Finance Committee Meeting on 03-17-22.

G. Ligon seconded the motion.

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

III. 2020-2021 Financial Report

A. 2020-2021 Financial Report

Auditors from Postlethwaite & Netterville presented their financial report for the 20-21 school year.

IV. Action Items

A. 21-22 Budget Revision

G. Ligon made a motion to adopt the revised 21-22 school year budget.

S. Barthelemy seconded the motion.

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

B. Board Resolution Regarding Employee Retirement Plans

J. Brown-Russell made a motion to terminate the current TIAA 403(B) plan and replace it with an Empower 401(K) plan. This resolution was reviewed and approved by the Finance Committee at their March 17 meeting.

S. Barthelemy seconded the motion.

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

V. Head of School Report

A. HOS Report

Melanie Tennyson presented a report of recent activities.

VI. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:13 PM.

Respectfully Submitted,

G. Ligon

Coversheet

Approve January 2022 Minutes

Section: II. Minutes
Item: C. Approve January 2022 Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for January 2022 Board of Trustees Meeting on January 26, 2022

APPROVED

International School of Louisiana Board of Trustees

Minutes

January 2022 Board of Trustees Meeting

Date and Time

Wednesday January 26, 2022 at 6:00 PM

Location

The Board of Trustees will hold a meeting via electronic means due to a declared state of emergency in our geographic area.

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.

Trustees Present

G. Ligon (remote), J. Brown-Russell (remote), S. Barthelemy (remote), V. Cuiellette (remote)

Trustees Absent

R. Brazzini, S. Stickney Murphy

Guests Present

S. Chapman (remote)

I. Opening Items

A. Call the Meeting to Order

G. Ligon called a meeting of the board of trustees of International School of Louisiana Board of Trustees to order on Wednesday Jan 26, 2022 at 6:00 PM.

B. Record Attendance and Guests

II. Approve Minutes

A. December 2021 Board Meeting Minutes

J. Brown-Russell made a motion to approve the minutes from December 2021 Board of Trustees Meeting on 12-15-21.

G. Ligon seconded the motion.

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

B. January 2022 Finance Committee Minutes

J. Brown-Russell made a motion to approve the minutes from January 2022 Finance Committee Meeting on 01-20-22.

G. Ligon seconded the motion.

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

III. Action Items

A. Nomination of Brooke Muntean to the Board of Trustees

G. Ligon made a motion to appoint Brooke Muntean to the Board of Trustees.

S. Barthelemy seconded the motion.

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

IV. Head of School Report

A. HOS Report

Melanie Tennyson presented a report of recent activities and information to the Board.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:27 PM.

Respectfully Submitted,

S. Chapman

Coversheet

Approve September 2022 Finance Committee Minutes

Section: II. Minutes
Item: D. Approve September 2022 Finance Committee Minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for September 2022 Finance Committee Meeting on September 15, 2022

APPROVED

International School of Louisiana Board of Trustees

Minutes

September 2022 Finance Committee Meeting

Date and Time

Thursday September 15, 2022 at 6:00 PM

Location

1400 Camp Street, Room 201
New Orleans, LA

A live stream of the meeting will be available for members of the public who would like to watch the meeting. Closed captions will be provided. Public comment will not be available via the live stream. The live stream will be available here at the date and time of the meeting:

<https://www.youtube.com/watch?v=Bm5PVYm-6KI>

Committee Members Present

E. Thomas

Committee Members Absent

G. Ligon

Guests Present

V. Cuiellette, emily, mike Dunn

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Thomas called a meeting of the Finance Committee of International School of Louisiana Board of Trustees to order on Thursday Sep 15, 2022 at 6:03 PM.

II. Finance

A. June 2022 Financials and Head of School Credit Card Statement

June 2022 Financials reviewed by Mike Dunn.
Credit card statement reviewed by Emily Thomas.

B. Louisiana Compliance Questionnaire

C. Audit Engagement Letters Audit - (Financial and SAUP)

D. Miscellaneous

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:32 PM.

Respectfully Submitted,
V. Cuiellette

Coversheet

Approve May 2022 Finance Committee Minutes

Section: II. Minutes
Item: E. Approve May 2022 Finance Committee Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for May Finance Committee Meeting on May 19, 2022

APPROVED

International School of Louisiana Board of Trustees

Minutes

May Finance Committee Meeting

Date and Time

Thursday May 19, 2022 at 6:00 PM

Location

1400 Camp Street, Room 201
New Orleans

Committee Members Present

E. Thomas, G. Ligon

Committee Members Absent

None

Guests Present

Mike Dunn, V. Cuiellette

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

G. Ligon called a meeting of the Finance Committee of International School of Louisiana Board of Trustees to order on Thursday May 19, 2022 at 6:05 PM.

II. Finance

A. March 2022 Financials and Head of School Credit Card Statement

Mike Dunn: March 2022 Financials

Emily Thomas: Head of School Credit Card Statement

B. Finance Update

Emily Thomas: Finance Update and Form 990

C. Miscellaneous

Emily and Mike are working on the budget for 2022-23 school year.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:19 PM.

Respectfully Submitted,
V. Cuiellette

Documents used during the meeting

None

Coversheet

SPED Classroom Camera Policy

Section: III. Action Items
Item: A. SPED Classroom Camera Policy
Purpose: Vote
Submitted by:
Related Material: ACT 456 Policy .docx

INTERNATIONAL SCHOOL OF LOUISIANA

VIDEO SURVEILLANCE OF SPECIAL EDUCATION SETTINGS PROCEDURES

DEFINITIONS

“Parent” means a parent or legal guardian whose child receives special education and related services per the Individuals with Disabilities Education Act and is assigned to one or more self-contained classrooms or other special education settings for at least fifty percent of the instructional day instructional day.

“Classroom” shall mean a self-contained classroom or other special education setting in which a majority of students in regular attendance are provided special education and related services and are assigned to one or more self-contained classrooms or other special education settings for at least fifty percent of the instructional day. “Classroom” shall not mean special education classrooms and other special education settings where the only students with exceptionalities receiving special education and related services are those who have been deemed to be gifted or talented and have not been identified as also having a disability.

“Self-contained classroom” means a classroom on a regular International School of Louisiana (ISL) school campus (i.e., a campus that serves students in general education and students in special education) in which a majority of the students in regular attendance are provided special education and related services. “Board of Trustees” means a majority of ISL Board of Trustees of the non-profit charter organization.

“School business day” means a day that campus or ISL administrative offices are open.

“Incident” means an event or circumstance that involves alleged “abuse” or “neglect,” as those terms are defined in Article 603 of the Louisiana Children’s Code, of a student by an employee of ISL or of a student by another student; and allegedly occurred in a self-contained classroom or other special education setting in which video surveillance is conducted under Louisiana Revised Statute 17:1948.

PURPOSE

Video surveillance under this Policy is for the purpose of promoting student safety in certain self-contained classrooms and other special education settings.

GENERAL REQUIREMENTS FOR REQUESTING VIDEO SURVEILLANCE

Pursuant to Louisiana Revised Statute 17:1948 and 3996(B)(59), parents and/or legal guardians may request, in writing, the placement of a camera to be installed in a classroom that meets the criteria above. If ISL grants the request, ISL shall place equipment only in classrooms or settings in which the parent’s child is in regular attendance.

ISL shall designate an administrator at the primary administrative office of ISL with responsibility for coordinating the provision of equipment to ISL in compliance with this section. A parent must submit a request to the principal or the principal’s designee of the school or campus addressed in the request, and the principal or designee must provide a copy of the request to the administrator.

ISL shall provide a response to a request not later than the *seventh school business day* after receipt of the request by the person to whom it must be submitted that either authorizes the request or states the reason for denying the request. ISL *shall begin operation of a video camera in compliance with this policy not later than the 45th school business day*, or the first school day after the 45th school business day if that day is not a school day, after the request is authorized.

NOTICE OF CAMERA PLACEMENT

ISL shall provide written notice of camera placement to all who enter a classroom where a camera is installed, including teachers and other school employees, students in the classroom, the students' parents and legal guardians, and authorized visitors.

RESTRICTIONS ON VIDEO RECORDING

Video cameras must be capable of covering all areas of the classroom or other special education setting, including a room attached to the classroom or setting used for time-out. Video cameras must also be capable of recording audio from all areas of the classroom or other special education setting, including a room attached to the classroom or setting used for time-out.

ISL shall not place the camera in a location or area designated for students to change or remove clothing, including the interior of a restroom.

TIMES OF OPERATION

Cameras shall be operational at all times during the instructional day when students are in the self-contained classroom or other special education setting.

ISL shall operate and maintain the video camera in the classroom or setting, as long as the classroom or setting continues to satisfy the requirements under this policy, for the remainder of the school year in which the school or campus received the request, unless the requestor withdraws the request in writing.

If for any reason ISL will discontinue operation of a video camera during a school year, not later than the fifth school day before the date the operation of the video camera will be discontinued, ISL shall notify the parents of each student in regular attendance in the classroom or setting that operation of the video camera will not continue unless requested by a person eligible to make a request.

Not later than the tenth school day before the end of each school year, the school or campus must notify the parents of each student in regular attendance in the classroom or setting that operation of the video camera will not continue during the following school year unless a person eligible to make a request for the next school year submits a new request.

This policy applies to placement, operation, and maintenance of a video camera in a self-contained classroom or other special education setting during the regular school year and extended school year services.

PROCEDURE FOR REQUESTING ACCESS TO RECORDINGS

(a) *Persons Eligible to Request Access in Response to an Alleged Incident.*

Under limited circumstances, the following individuals may access video recordings in response to an alleged Incident:

- (1) a Staff Member involved in an Incident that is documented by a video recording for which a complaint has been reported to ISL;
- (2) other ISL employees involved in an Incident documented by a video recording for which a complaint has been reported to the School;
- (3) a Parent of a student involved in an Incident that is documented by a video recording for which a complaint has been reported to ISL;
- (4) appropriate Department of Family and Protective Services (“DCFS”) personnel as part of an investigation;
- (5) a peace officer in response to a complaint or investigation of an Incident;
- (6) a school nurse in response to a complaint or investigation of an Incident;
- (7) an administrator trained in de-escalation and restraint techniques in response to a complaint or investigation of an Incident;
- (8) a human resources staff member designated by ISL’s Board of Trustees/Directors in response to a complaint or an investigation of an Incident; or
- (9) appropriate ISL or State Board for Educator Certification personnel or agents as part of an investigation.

(b) *Child Abuse and Neglect Reporting*

If a person described by numbers (5) – (9) above views a video recording and has cause to believe that the recording documents possible abuse or neglect of a child, the person must file a report with DCFS or other authority in accordance with Board policy.

If any person described by subsections (5) - (9) above who views the recording believes that the recording documents a possible violation of ISL policy, the person may allow access to the recording to appropriate legal and human resources personnel. A recording believed to document a possible violation of ISL policy relating to the neglect or abuse of a student may be used as part of a disciplinary actions against ISL personnel and shall be released at the request of the student’s parent in a legal proceeding.

(c) *Parental Requests*

A parent or legal guardian request to review must fall into one of the above categories and allege an Incident. The individual must file an Incident Complaint and Request to Access Video Recordings. On this Form, the individual must assert an:

- (1) Incident involving alleged:
 - a. Abuse of a student by a ISL employee;
 - b. Neglect of a student by a ISL employee;
 - c. Physical Abuse of a student by another student; or
 - d. Sexual Abuse of a student by another student

- (2) The incident must have allegedly occurred in a Self-Contained Classroom or Other Special Education Setting in which video surveillance is conducted under these Procedures.

CONFIDENTIALITY OF VIDEO RECORDINGS

ISL will take every necessary precaution to protect student privacy and determine to whom and under what circumstances the recordings may be disclosed. The recordings shall not be considered “personally identifiable information” as defined in R.S. 17:3914. Video equipment must be able to redact student faces in accordance with FERPA. If ISL determines that the recording is an “education record,” ISL shall release the recording in accordance with FERPA. State law does not limit the access of a student’s parent to a record regarding the student under FERPA or other law.

In order to review recordings for potential release, and operation and maintenance of the equipment, the following individuals shall have access to the video equipment: the CEO/Head of School and/or their designee(s), the Director of Information Technology.

A contractor or employee performing job duties relating to the installation, operation, or maintenance of video equipment or the retention of video recordings who incidentally views a video recording is not in violation of this policy.

RETENTION OF RECORDINGS

ISL shall retain video recordings from a video camera placed under this policy for at least three months after the date the video was recorded. Recordings are stored and disposed of in accordance with ISL’s video and audio recording retention and storage policy.

If a person eligible to receive a copy of the video pursuant to a request under this policy makes such a request, ISL shall retain the recording from the date of receipt of the request until the person has viewed the recording and a determination has been made as to whether the recording documents an alleged incident. If the recording documents an alleged incident, ISL shall retain the recording until the alleged incident has been resolved, including the exhaustion of all appeals.

COMPLIANCE WITH THE NATIONAL FIRE PROTECTION ASSOCIATION’S LIFE SAFETY CODE

Pursuant to the requirements of La. R.S. 17:1948(C)(6), the installation of all cameras and surveillance systems installed pursuant to this policy shall comply with the National Fire Protection Association’s Life Safety Code.

TRAINING OF SCHOOL STAFF

Any teacher(s) or school employee who provides services in a classroom where cameras are installed shall be trained on compliance with the provisions of this policy within ten days of the commencement of work in the classroom or the installation of the surveillance equipment.

SPECIAL EDUCATION VIDEO/AUDIO MONITORING REQUEST FORM

A parent, as defined by Act no. 456 of Article III, Section 2(A)(4)(b)(i) to enact R.S. 17: 1948 and 3996(b)(59) of the Constitution of Louisiana, may request that video and audio equipment be installed in a self-contained classroom or other special education setting that meets the requirements of state law for such video and audio monitoring. In order to make a request, complete the information below and submit this form to Principal of your child's campus.

Name of Student: _____ **Student ID #:** _____

Relationship to Student:

Parent

Legal Guardian

Requester Printed Name: _____

Address: _____

City/State/Zip: _____

Home Phone: _____ **Cell Phone:** _____ **Office Phone:** _____

Email Address: _____

Per ISL Special Education Video/Audio Monitoring Policy, I am requesting video/audio surveillance be installed in the Special Education self-contained classroom listed below.

Requester Signature

Date

For ISL Office Use Only

Room Number

Teacher Name

Principal Printed Name

Principal Signature

Date

CEO/Head of School Signature

Date

Approved

Denied

Form Must Be Submitted to the campus Principal.

Coversheet

HOS Report

Section: IV. Other Items
Item: A. HOS Report
Purpose: FYI
Submitted by:
Related Material: HOS Report October 26, 2022.pdf



INTERNATIONAL
SCHOOL OF LOUISIANA

4040 Eagle St. New Orleans, LA 70118

502 Olivier St. New Orleans, LA 70114

1400 Camp St. New Orleans, LA 70130

www.isl-edu.org

Head of School's Report

October 26, 2022

Melanie Tennyson, CEO/Head of School

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.

Head of School's Report

October 26, 2022

Dates to Note

- October 31: Progress Report Conferences (no school for students)
- November 1: NCAP Main Round Application Window Opens
- November 8: Election Day (school closed)
- November 12: Corporate Classic (formerly Crescent City Classic)
- November 21-22: Teacher PD (no school for students)
- November 23-25: Thanksgiving Holiday (school closed)
- December 16: ½ Day Dismissal
- December 19-30: Winter Break (school closed)
- January 2: New Year's Holiday (school closed)
- January 3: Teacher PD (no school for students)
- January 4: Report Cards Issued
- January 16: Martin Luther King Holiday (school closed)
- January 18: Next Board of Trustees Meeting

Academics

Current Total Enrollment: 1,139

Dixon: 287

Uptown: 551

Westbank: 302

- Homeless students: decreased 40% since 21-22.

Three ISL teachers were nominated for **New Schools for New Orleans' Teacher of the Year** award; they are Kyle Scott (Middle School ELA), Alma Gonzalez (Westbank Kindergarten - Spanish), and Jevani Marie (Dixon 2nd Grade - French). The gala event to honor teachers will take place November 5th.

Family Engagement - several family events were held across campuses, including: Movie Night at the Uptown Campus and a Lunch & Learn with Dr. A series; Fall Fest (for all ISL families) and ArtFul Family Night with KidsmArt at the Dixon Campus; and a Mystery Readers program at the Westbank, which invited family members to visit the school and read to a class. Family Science Night is forthcoming in November.

ANet - the first round of benchmark testing has been completed. Overall students continue to make gains against the COVID learning loss.

K-3 Literacy screeners and the Kindergarten Entry Assessment were completed for all students in grades K-3. Speech and Hearing testing is ongoing and near completion. **ELPT** (English Language Proficiency Testing) will soon be administered to students who identify as English not being their family's home language.

Athletics - ISL MS Girls Volleyball team went to the playoffs. The team won the first round and lost in the second round. A huge accomplishment for a team that practiced outside and had not played together before.

International Visitors - Monday October 25th, a **delegation of 7 educators from Bretagne, France** and representatives from the Louisiana World Languages Dept. spent the morning at the Uptown campus. The French delegation is visiting Louisiana teachers and administrators to observe schools and to talk about the benefits and challenges of different types of exchanges and international mobility

Operations

IT Director Ashley Weiss and Communications & Development Director Karla Marie Cochran created a modernized, streamlined **new web site** for the school, which was launched on 10/21.

Student information was submitted for the **EBT (Electronic Benefit Transfer)** program; approximately 59% of ISL students qualified for free or reduced lunch.

HR - employees completed their annual required professional development on topics such as mandated reporting, bullying, and suicide prevention, as well as the State's ethics training. Currently we have 1 classroom teaching position open.

Facilities - our Facilities team added padding to some playground equipment and painted exterior steps and elevation changes to prevent injuries. Exterior windows were painted at the Uptown campus and the West Bank is in the process of being water sealed.

Aviva Le, Director of Facilities, and Emily Thomas, Chief of Operations, attended the 2022 **School Safety Summit** in Baton Rouge.

Transportation - NOLAPS is considering amending their parish policy regarding required yellow bus transportation to include students in grades 6-8. Type 2 schools follow the parish guidelines in which they are located. This change will have a significant financial impact on the organization.

Our annual **audit** began on September 12.

Head of School's Office

Awards - ISL was voted the *Best Grammar School* in Gambit's annual Best of New Orleans issue. We were also named the *#4 Best Charter Elementary School*, *#4 Best Charter Middle School*, and *#5 Most Diverse Public Elementary School in Louisiana* by Niche.com; these rankings are determined by parent/family votes and enrollment data.

Communications & Development - The Pro Bono grant - requesting funding for a new food service van - has made it to the second stage of the granting process; Admissions advertising and marketing for 23-24 application window has begun; staff kickball and soccer teams have been a big success.

ISL's **Annual Site Visit** from the Department of Education took place on September 22 and was very positive.

Volunteers have begun scheduling their background checks in accordance with the new "stricter" volunteer policy adopted at the beginning of the COVID pandemic.

Open House and tours for prospective students have been scheduled for the Westbank and Dixon campuses; Open House will take place on January 7, 2023 from 10-11 am, and tours are scheduled at both campuses for November 15 and December 13 at 10 am.

We met with representatives of **New Schools for New Orleans** to review the data they have compiled regarding enrollment trends, system capacity and student population changes, and Orleans Parish school facilities.

ISL's 22-23 **Academic Recovery and Acceleration Plan** was completed and submitted to the State.

PD - Ms. Tennyson attended the Beloved Community Sustaining Change Convening, a multi sector gathering dedicated to advancing equity & antiracist leadership.

The annual **ISL employee Thanksgiving turkey/pumpkin** giveaway will continue this year.