

International School of Louisiana Board of Trustees

Minutes

Board Meeting

Date and Time

Wednesday August 26, 2015 at 6:00 PM

Location

Camp Street

Trustees Present

B. Griffin, B. Richard-Montgomery, C. Reed, D. Bordson-Bozzo, D. Wilson, H. Rodgers iv, J. Wettermark, M. Lappa, V. Diaz

Trustees Absent

D. Drucker, M. Pedalino

Guests Present

Amy Fescher, Amy Verberne, Andrew Roland, Annette Morell, Aviva Le, Beth Natar, Gary Briggs, Ghislaine Caney, Karla Marie Cochran, Larissa Muetzel, Melanie Tennyson, Melissa Boudreaux, Philip Rebowe, Rosa Alvarado, Susan Chapman, Tracy Shields

I. Opening Items

A. Record Attendance and Guests

B. 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 Aug 26, 2015 at 6:10 PM.

C. Board President's Comments

Mrs. Wilson commented that in a few days, we will be at the tenth anniversary of Hurricane Katrina and that she had memories her first experience with ISL at that time.

D. Approve the Minutes of the Board of Trustees of June 24, 2015

M. Lappa made a motion to approve minutes from the Board Meeting on 06-24-15 Board Meeting on 06-24-15.

H. Rodgers iv seconded the motion.

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

E. Approve Finance Committee Minutes

M. Lappa made a motion to approve minutes from the Finance Committee Meeting on 08-18-15 Finance Committee Meeting on 08-18-15.

H. Rodgers iv seconded the motion.

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

F. Approve Strategic Planning Committee Minutes

M. Lappa made a motion to approve minutes from the Strategic Planning Committee Meeting on 08-20-15 Strategic Planning Committee Meeting on 08-20-15.

H. Rodgers iv seconded the motion.

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

II. Other Business

A. Open Public Comment

Tracy Shields introduced Philip Rebowe and Amy Verberne with CRI CPA and Advisors who will perform external annual financial audit services for ISL. This firm will perform certain agreed-upon procedures in accordance with attestation standards promulgated by the AICPA, the Louisiana State Law, and the Board of Elementary and Secondary education (BESE). They will perform and annual 403B Plan audit, prepare and file IRS Forms 5500 and 990, issue a management letter to the Board of Trustees as well as a letter to the Board of Trustees Governance, address and resolve any auditing, accounting, tax issues. They will communicate to the Board any deficiencies and recommend any corrections. They will meet with the Financial Committee to present the audited financial statements and IRS Forms 5500 and 990.

B. Q & A With Head of School - HOS Report

Ms. Tennyson

Mrs. Tennyson reminded board members that the State Ethics Training must be done before Aug. 31. The ISL student population is expected to be 1435. Camp St. renovations will be discussed on Sept. 3rd with Scott Drago, RSD project mgr. ISL currently has 223 employees. IT has increased internet speed, imaged 225 laptops, replaced copiers, provided 200 new Chromebooks, and improved policies and procedures. She has a meeting with Dr. Joseph with JPSB to discuss the Bunche lease. She would like the Board to approve a formal proposal to lease the John Dibert school. ISL insurance policies have been reviewed. The ISL Jr. Girl Scouts have been recognized in the press for their "Recycle Joy" project soliciting observations of random acts of kindness resulting in a paper chain wrapping around the school building.

C. Finance - Update

Mr. Drucker was not present at the Board meeting, however, it was noted that the budget did not have to have a second public hearing because the mfp funding issue did not concern more than 5% of the budget.

D. Facilities - Bunche Campus

Mrs. Tennyson requested that the Recovery School District meet with residents of the Lower Garden District surrounding the Camp St. campus to provide information about the RSD's planned renovation to the facility. ISL will facilitate the meeting. This meeting will take place after Mrs. Tennyson meets with Mr. Scott Drago of the RSD. All three facilities were deep cleaned and prepared for the opening of the 2015-16 school year.

E. Facilities - Discuss and Vote to Approve HOS to Submit a Formal Proposal to OPSB for the Dibert BLDG

B. Richard-Montgomery made a motion to allow Mrs. Tennyson to formally request that the International School of Louisiana be considered to lease the John Dibert school building located at 4217 Orleans Ave.

B. Griffin seconded the motion.

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

Mrs. Wilson withdrew from voting because she is an employee of the Orleans Parish School.

F. Student Privacy Policy - Vote to Adopt New Policy

H. Rodgers iv made a motion to adopt the draft of Student Privacy Policy.

M. Lappa seconded the motion.

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

The new Student Privacy Policy simply formalizes the current ISL student privacy policy.

G. Development - Refrigerator Art Auction/Gala

Dir. of Development, Carla Cochran, explained changes made to the ISL Gala fundraiser this year. She has eliminated the Patron Party, auction items will be ready one week before the gala and online bidding has been adjusted. She has shifted ISL fundraising culture to a philanthropic culture going to major donors with specific requests. She encourages board members to identify members of the community to whom she can send ISL information. The Teacher initiative has been moved from the Development office to the individual campuses so that the parents can be involved in this process with the objective of encouraging everyone to be an ambassador for ISL.

H. New Board Member(s) Campaign

Mrs. Griffin introduced the new Board candidate, Larissa Muetzel, who is currently the Dir. of Young Leadership Council. Larissa has a background in accounting and

volunteers her time with other non-profits. She encouraged the other board members to get to know her.

I. Presentation to the Board on Mandarin Program

Mrs. Laura Adelman-Cannon, the Dir. of ISL curriculum, presented a history of the past seven years of teaching the Mandarin language at ISL beginning with the 2008 Inaugural Society Partnership for Global Learning, now the National Language Conference in Washington, DC. ISL initiated Mandarin as an elective, not an immersion language. Today there are 46 middle-school children, state wide, enrolled in Mandarin, 38 of them are at ISL.

J. Open Public Comment

There was no public comment.

III. Closing Items

A. Adjourn Meeting

M. Lappa made a motion to adjourn the meeting of the Board of Trustees.

H. Rodgers iv 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 7:30 PM.

Respectfully Submitted,
B. Griffin