ISL Board of Trustees Meeting
November 28, 2007
ISL Library

Call to Order: 7:12 PM

Members present: Scott Aiges, Richard Cortizes, Sean Wilson, Dottie Nelson, Rico Sterling, Marc Rosenblum, Karen Dwyer, Grant Ligon

Approval of October 17, 2007 minutes

One correction to previously-circulated minutes noted; addition of Dottie Nelson to board attendance. Motion to accept by Grant; seconded by Karen; unanimous approval

Executive Reports

Head of School report

Sean Wilson:

- 453 students are currently enrolled; 7 shy of 460 goal, but no significant implications of this shortfall
- Good rate of applications so far; expect strong batch for February application deadline. Do not anticipate problem recruiting the 53% at-risk population
- ISL Fest grossed roughly $30,000; School wishes to commend the chair of the event, FTCO board, and other volunteers for their hard work
- Holiday market is scheduled for this Saturday; six celebrity judges of note will be here for the gumbo cook-off, plus lots of other crafts and activities. Hours are 10:00 – 3:00
- Andrew Lemon from Reach out America visited the school to see renovations in process; we are still working on raising funds to improve 2nd and 3rd floor restrooms
- Custodial cottage on Euterpe. We are talking to RSD and OPSB about acquiring the building at no cost and would like to convert to arts wing with collapsible walls for additional use as an auditorium. (Rico: RSD's design is not ad infinitum; anticipate that Orleans Parish School Board will recover control of current RSD schools.) School is currently at 90% capacity; bringing in 110 new students next year would put us beyond the scope of this school, but use of the caretaker cottage would obviate the need to resort to modular buildings. Trying to get on December OPSB agenda so we can firm up plans for January planning purposes. We hope to be able to do an expedited renovation (not extended RFP) because of being within the 3-year Katrina window.
- Whether or not we acquire the cottage, we still have interest in the property across the street for use as green space or future place for modular buildings
- High school: still trying to set up meetings with potential partner schools, but none set yet.

Melanie Tennyson: Academic report

- Have hired Christine Corellou to replace Michel Moutin for middle school French.
- Friday is first parent-teacher conference; will distribute narrative report cards in line with requirements of charter. Teachers have worked hard and we're pleased with results.

- Sean, Karen, and Melanie are attending an IBO workshop this weekend to learn more about issues involved in setting that up
- Two student teachers coming from Guyana + 1 intern from UNO

Sean Wilson:

- Jeff Davis property has been sold, and money is in our account.
- Development: 14% of families have contributed to annual fund. Along with match from Entergy, total of $10,345 has been raised—1/3 of the way to goal of $30,000. These donations are earmarked for the school's general fund. Big push before the end of the school year and will have an additional push in the spring
- Have had tours this year by Consul Generals from Trinidad/Tobago and France. French consul is pushing for more collaboration.
- Pam and development team are meeting with Armand Burin, development consultant engaged by LANO. He will also meet with ISL Board and FTCO. Burtin will help us assess our fundraising capacity and assist in development planning
- December 17 meeting with Clark Murdock. Board members asked to provide names and contact information for cocktail party
- This Friday ISL will be evaluated for the $350,000 Entergy/Nike Solar schools grant. Out of five finalists, four will be selected for improvements. Only question now is whether building is well-suited to improvements.
- Planning continues with student services (counseling, nursing, music, art, etc.); we are attempting to fund these programs through outside grants to as great an extent as possible
- December 16-22 ISL hosting its 5th annual in-store Metairie Barnes and Noble book fair. Last year's event raised $4,500.

Committee Reports

<u>Governance committee</u>

1) Board recruitment: focusing on non-parent recruitment in particular. Once we bring in approximately 2 new non-parent board members will also be looking to fill additional spots. Looking for board members who can bring in potential donors, facilities, etc.
2) Head of school contract should be sent to Sean for his review by Friday
3) Discussion of Tonya Morrow resignation. We have not had a discussion yet re process. Expect to have a conversation and select a new president by December meeting. Charter calls for a vote for a new president.
4) Reminder to be prompt with getting reports circulated
5) Marc motions to accept Tonya's resignation; Karen accepts. Passed unanimously.
6) Marc motions to formally thank Tonya for her service; Scott seconds. Passed unanimously.

<u>Education committee</u>

1) High school report
    a) Discussion of shared facility plan:
        i) have contacted several other schools about possible partnerships, and developed a wish-list of what we hope to accomplish in meetings with these schools. At a minimum, ISL's goal is to secure classroom space and teacher-sharing to allow us to serve our inaugural class. We have discussed a variety of specific models that would

allow our students to take advantage of a partner institution's facilities while still getting their degree—as well as core language classes—from ISL. We hope to begin meeting with potential partner schools this month in order to solidify these plans.

ii) Sean: there is a new office in State Department of Education specifically set aside to serve type 2 charter schools. This office offers more support and flexibility that we've had in the past.

iii) Karen and Sean attended opening of Ken Campbell's Department of Charter Schools in DoE

b) Discussion of independent HS subcommittee; the Board supports the establishment of this subcommittee; no need for a formal motion or vote (since the Education Committee has already established the subcommittee). The subcommittee will meet Wed. 11/12 at 6:00 PM.

c) Discussion of poll proposal

i) Could we get some cost sharing from RSD or other schools?

ii) Do we really need to do a poll given the apparent high degree of interest in an IBO curriculum?

iii) High degree of uncertainty about size of demand for an ISL high school

iv) Is it possible that others have already conducted relevant polling that we can take advantage of?

v) Marc will meet with Pam Stewart to review available market research data.

2) School improvement plan: this is being drafted; will be completed by the end of the school year

3) Other business

a) Greatschools.org or www.greatschools.com rating

b) NCLB "failing" schools. Need to make 1/7 of progress between last year's score and goal of 120 to achieve "making progress" status each year. Through Department of Charter Schools in DoE we are working on a check-list to help us remain in compliance with NCLB. Ed Committee will follow this in the future.

4) Next meeting Dec. 12, 1:00 PM

Marketing and Development committee

1) Next meeting Dec. 13, 4:00 PM
2) Refrigerator art: historically a collaboration among FTCO, Board, school administration
3) Reviewed school's marketing materials: all highly professional and adabtable
4) Pro-bono consulting from design the planet: will boost search engine hits, myspace page, etc.
5) Have new IT person: David Powell
6) Updated needs list
7) Funding prospects
8) Tours
9) Lecture series
10) Event ideas
11) Potential capital campaign around a high school
12) Possibility of bringing some NBA all-stars to school to do some work on caretaker's cottage

Facilities committee

See above

Finance committee

Report on Nov. 14 meeting:
1) Discussed possible purchase or rental of a vehicle
2) Reviewed financial statements
3) Reviewed updates to grants worksheet
4) Discussed recruitment of two additional committee members; one is pending review of job description from his company; another will be touring school next week
5) Next committee meeting will be Thurs. Dec. 13 (not Wed. as usual)

Monthly and YTD reports; see attached. Bottom line: we are currently $27,316 in the black, which is $241,812 ahead of where we expected to be on our budget; we are $149,748 behind where we were last year at this time

Grants worksheet: see attached.
Question: what happens with proceeds from sale of Jeff Davis property . Answer: earmarked to go to facilities. Will be put in money market fund for now. Could use Jeff Davis money to fix up caretakers cottage if necessary. Finance committee will explore spending priorities for what to do with this money.

V New Business (none scheduled)

VI Set date for next meeting: December 19

VII Public Comment
Support for immersion high school
Problems with telephone polling

Adjourned at 9:15 PM