

**ISL Board of Trustees Meeting
March 20, 2008
ISL Library**

Meeting called to order 7:10 PM

Approval of February 2008 minutes: Motion by Rico Sterling; seconded by Grant Ligon.
Unanimously approved

Executive Reports

A) Head of School

Facilities: Have begun planning for renovations on caretakers cottage; architects have visited the site. Have made some repairs to Magazine street gate

Academics:

- Expect about 90% retention of current students and to make up most of the additional with incoming.
- LEAP and iLEAP testing occurred last week. Expect a handful of students to need summer re-takes
- Parent teacher conferences will occur next week; expect conferences completed by first week of April
- Have begun surveying teachers about their plans to return next year; do not anticipate any problems filling these positions

Community work

Development:

- Annual fund participation now at 27%
- Refrigerator Art auction is coming up; tickets now on sale. Event is April 6, 6:00 PM

Other:

- Website has been updated with board, academic, menu, and other information
- Enterprise development: first draft of Board consultant report is expected this week
- Plan to start offering French and Spanish classes for adults in April
- Bi-weekly communication meetings with parents beginning in April
- Eastbank Charter School Collaborative: we are working with eight other charter schools on lobbying and related projects.
- Blackbaud is still not up and running; New date for getting this up and running is end of June.
- Expect to be able to accommodate our students on current campus with addition of caretaker's cottage which will handle art and music for entire school
- Considering mandatory tutoring for next year

B) Board President

Board development:

- Maria Treffinger, Andrew Lemon, and Richard Cortizas have formed a legislative committee to monitor legislation related to Type II charter schools
- Finance and academic committees have submitted names for additional committee growth; request all other committees submit names and report on this next month
- Grant Ligon Motion to hold an executive committee meeting next month at 7:00 PM; seconded by Dottie Nelson. Unanimously approved.
- Reminder to committee chairs that committee meetings must be posted at least 24 hours in advance, and cancelled (if necessary) 24 hours in advance. Cannot deliver committee report without holding a public meeting.

Governance committee: no committee meeting this month so no report

Education committee:

- Business Plan underway; will report to Board next month
- Curriculum planning: expect three-track curriculum. Will also make a report to the board next month
- French Consulate: post-Katrina focus on education in New Orleans, French consulate has worked to partner with schools to promote education and support efforts underway here. Consulate is struck by support for international education here, and wants to help open a French education program running through 12th grade. Similar programs have been offered in other major American cities. The Consulate is open to partnering with any school in town with an existing high level of performance and an emphasis on international education and foreign language. The consulate is also engaged with Audubon and Ecole Bilingue. There are several other French schools in town, including Hynes and Haynes. The consulate's research suggests that in 2009 – 2010 we accomplish a critical mass of French language students in town to accommodate a French-focused high school. Consulate has received enthusiastic responses from all of these language schools, and also been in touch with Paul Vallas and Paul Pastorek. Consulate is interested in setting up a steering committee to bring together the various schools. What can France offer and why are they interested? France sees itself as one of a very few countries in the world that has offered a world-wide educational network. The French pedagogical system could be an asset to the international business community, and a way to market the city to the world. The Consulate General is prepared to offer its expertise in how to set up French-accredited schools; pedagogical content. The consulate can also assist in year-by-year accreditation process. The Consulate usually brings all French-accredited programs together once per year; schools in the accreditation program would benefit from this network. Louisiana and France also have a political agreement in place which brings French speaking teachers here through the CODOFIL; in an accredited school we'd have greater access and longer time period access to these teachers. The consulate may also assist with political outreach to RSD and the OPSB to help a French school obtain a facility
 - Dottie Nelson: Does French assistance include financial assistance. Answer: it's not something that the consul can promise, but it is something that would be brought to the French government and possible that funding would be available.
 - Dottie Nelson: do any of the other French accredited schools receive financial assistance from the French government? Answer: We see Louisiana and New Orleans as a special case in light of the recovery effort here.
 - Rico: elaboration on political agreement that exists? Answer: between the state of LA and French
 - Marc: what will happen if the steering committee has conflicting visions. Answer: consulate is eager to see a school succeed, and does not see FAB as the identity of an international high school, but rather as an option within it. Will support whatever school

can move the process forward, and expects that other parents will get on board and support as well.

- Karen: describe the relationship between the FAB and the French Baccalaureate and IBO. IBO is a system of thinking, rather than a specific curriculum. French Baccalaureate and French-American look very similar to what is already going on at ISL. Biggest changes would be adding some things already in the American program.
- Grant: Note that most of the French schools in the US are private. Also note that existing IBO schools we are aware of all started with high school, not MYP or PYP.
- Committee motion that the board recommit to opening a high school; passed on unanimous vote
- Committee motion that the board sign a letter of intent with the French Consulate; passed on unanimous vote.

Marketing and Development

Fridge Art is April 6th; Board should consider sponsoring a table, either individually or collectively.

If there are any board members who have not donated yet, they are encouraged to do so.

Facilities: see Head of School report. Still expect to pay \$150/sq foot for renovations on the caretaker's cottage.

Finance committee

Annual Fund is on going and has set its goal at 100% Participation of ISL Parents. I'd like to remind the Board members if they have not given to the Annual fund yet, to please consider a tax deductible donation that doubles as a vote of confidence and support to our #1 favorite 501c3 the International School of Louisiana. The size of the Donation is strictly based on your financial ability to give.

- Grant Ligon: are we looking at better ways to manage these savings to maximize our return? Answer: Gary Picout is looking into it for us
- Grant Ligon: what would be required for us to issue new debt? Answer: Karen will report back on this next month.
- Grant Ligon: why has cash on hand fallen relative to last month? Answer: have made some purchases related to library rebuild.
- Rico Sterling: is this case on hand a real figure, or something that will go away as year progresses? Answer: it's a real number; we're ahead of budget.

Updated grants worksheet: have taken in about \$2,500 in additional grants this period.

Looking into bringing in the pension administrator to make a presentation to faculty and staff.

Next meeting April 9th.

Old Business

Date is set for Board Retreat June 1st 2008 confirmed that the Three Rivers Retreat House in Madisonville will host our retreat. (We must supply our own food.).

Accommodations are available for 5 people to stay overnight.

Committees are reminded to submit agenda items for the retreat. Agenda will be developed over the next few months.

New Business

Suggestion to have a Charter Read to create a bullet point listing of items the Board may want to address in Our Charter. Suggestion to set date after April 25th 2008.

Public Comment

Next meeting: April 23, 2008 (subsequently re-scheduled for April 24).

Meeting adjourned 8:45 PM.

**ISL Board of Trustees Meeting
March 20, 2008
ISL Library**

I. Call to Order

II Approval of February 2008 minutes

III Executive Reports

A.) Head of School

B.) Board President

- The French Consulate General , Mr. Olivier Brochinen is present tonight and will be giving a short presentation to the Board when the Academic Committee reports
- The academic committee will be presenting 3 motions to the board tonight
- Under Committee Growth and Development-
 - Maria Treffinger, Andrew Lemmon and Richard Cortizas have formed a Legislative Committee and are reviewing Current Legislation as it pertains to type 2 charter schools.
 - Finance and Academic Committees have submitted names for their committee growth. We still need additional Committee members and I am asking that each committee post an Agenda item for next month and report on steps taken to grow their committees.
 - I would like to make a motion that we have a brief executive session 7:00 pm to Discuss Legal Counsel as it pertains to a pending Workman's Compensation Claim: Regular Board meeting will follow.

IV. Committee Reports

1) Governance committee-

2) Education committee-

3) Marketing and Development committee
No formal report – Meeting was canceled for March

However: Please note: **Refrigerator Art Auction** - April 6, 2008
Tickets are available on line.

Annual Fund is on going and has set its goal at 100% Participation of ISL Parents. I'd like to remind the Board members if they have not given to the Annual fund yet, to please consider a tax deductible donation that doubles as a vote of confidence and support to our #1 favorite 501c3 the International School of Louisiana. The size of the Donation is strictly based on your financial ability to give.

- 4) Facilities committee
- 5) Finance committee

V. Old Business –

Date is set for Board Retreat June 1st 2008 confirmed that the Three Rivers Retreat House in Madisonville will host our retreat. (We must supply our own food.). Accommodations are available for 5 people to stay over night.

Committees are reminded to submit agenda items for the retreat. Agenda will be developed over the next few months.

VI. New Business- Suggestion to have a Charter Read to create a bullet point listing of items the Board may want to address in Our Charter. Suggestion -----to set date after April 25th 2008

VI. Public Comment

Next meeting scheduled April 16th, 2008

February 20, 2008
ISL Board of Trustees

Meeting called to order 7:15 PM

Board members present: Grant, Carolyn, Richard, Dottie, Karen, Scott, Marc, Sean

Approval of January minutes; unanimous approval

Head of School report (Sean Wilson)

- Caretakers cottage: have met w Wayne Troyer about possible renovations plans into a kindergarten wing or an arts wing. Still in planning stages. Thanks to MIT Sloan fellows for gutting the cottage over a 3-day period.
- Rico has spoken to someone in city's safety and permit dept. and we expect an expedited permit in 3-5 weeks. 12-16 weeks of construction + 2 months for permits and HDLC approval, puts us on a timeline for August 1 completion date. We can manage to fir the additional classes within the building without the cottage if necessary. Expect to pay \$150/square foot, for a total of \$285K.
- We have removed four of the five PODS storage units from the property; FTCO still renting the fifth. The shed will pay for itself in less than a year compared to PODS rental fees
- Academic assessments have been done for 3-7 grade on language and math ability relative to LA grade level expectations. Expect to report to individual parents in the next 6 weeks.
- Application period closed Feb. 15; we received about 230 applicants for 88 spots.
- Development: big news of the month is that ISL has been granted the Entergy \$350K award for energy efficiency upgrades. We expect to save about \$2,500/month (\$30,000/year) as a result of this grant. So far we have collected \$43,000 for family annual fund, exceeds our \$30,000 goal. We are only at 26% of family participation, so still hope to improve those numbers.
- French ambassador will be at the school this Friday to distribute French textbooks. We also expect volunteer efforts from Touro Synagogue and Crump Life Insurance.
- Future plans: ISL is the best educational institution in the city of New Orleans and State of Louisiana. As such, we need to continue to cultivate stronger relationships with our partners. Considering partnership w YMCA to host adult literacy classes.
- School wants to re-think its relationship with FTCO, the current parent-teacher association. Over the past few years, as ISL has grown, its needs have grown as well. Faculty and staff are now filling some of the role that FTCO has played. School administration does not believe that FTCO meets school's volunteer needs and parent needs. Much of this has been driven by dissatisfaction within FTCO w their current by-laws. FTCO plans to propose that this be their final year of operation at their March 7 meeting.
- Sean will start hosting a weekly meeting on Thursday mornings to improve communication with parents.

- ISL has joined East Bank Charter School Cooperative; the co-op allows us to buy products and services at discounted rate. Strictly an optional relationship on a case by case basis.
- Consideration of a shorter school day next year and using the extra time in the day for mandatory tutoring for children with academic needs. Planning now underway for next year's calendar.
- Website is now up to date with current teacher, administration, and board member contact information, along with an embedded calendar. We have also updated our phone system with an electronic directory and voice mail.

Board President report (Karen)

Karen has received a letter of resignation from Gina Warner. Grant moves to accept; seconded by Carolyn. Unanimously approved. Karen will send Gina a formal thank-you note.

Reminder to committee chairs that committees have been encouraged to expand membership. Karen requests that each committee chair issue at least one invitation this week. Ultimate goal is two ISL stakeholders and 2 non-stakeholders added to each committee.

Governance Committee report (Grant)

Thanks to Pam for putting together the binders the board received tonight; this is a component of the manual we are putting together for board members.

Committee has identified four good prospects, and will be in touch with board shortly.

Board retreat is tentatively scheduled for Sunday, June 1 (not June 7)

Education Committee Report (Marc)

- Discussion of challenges of retaining French instructors; this is mainly a function of economics of French national school system vs. US system; it is expensive for these teachers to remain in the US.
- Discussion of scaling back third language expectations; and possibility that ISL would incorporate its third language as part of IBO curriculum.
- Karen's additional comments in support of IBO decisions: part of our charter; wants to start the process since it takes a long time to work through; we may pull back out later.
- What are the costs of the program? We would probably need to add another staff position, at about \$50,000 + additional membership/application fee and training costs
- Long discussion of real costs of doing this: training + travel/logistics costs. Some concern among board members that costs would be higher than we're now anticipating.

- Do we have a sense of likelihood that we would undertake this process and not end up being certified? Our sense is that the IBO program will make sure that we succeed.
- How does the new staffing work with this, including relationship among a new IBO curriculum person and a possible new academic coordinator.
- Grant recommends pushing the application back to October date for purpose of further study.
- Question: are there academic benchmarks for maintaining certification at PYP and MYP levels?
- Additional questions: what are real costs; how would we manage teacher training, especially in light of travel demands and turnover? Should we consider doing just one or the other (MYP and PYP)? Want more detail on how the program will be managed.
- Maria Treffinger invited to make a presentation about the IBO program: this was added to the charter as a primary element of the motivation for the school. One important thing IBO offers is a benefit to the city of New Orleans in its ability to offer IB curriculum to international business visitors looking to continue their ongoing education. IBO curriculum would allow ISL to attract children of multinational executives based temporarily in New Orleans. Founding Board envisioned the international connections that will follow from this degree as a major advantage for ISL students, and also for future fundraising ability. Because IBO diploma is recognized around the world, adopting IBO curriculum makes ISL a truly international school with international credibility and recognition. When ISL applied for the charter in 2000, there were 300 in US and now there are 450. Founding board also anticipated being able to recruit international teachers more effectively with IBO curriculum. With respect to trade-off between IBO and immersion in high school: the trade-off here is between rigorous academics and immersion, more than between IBO per se. Founding board recognized early on that IB would entail costs, but have always viewed those costs as worth it given the long-term benefit that IBO will offer for future of school.
- Motion from the Education Committee: The Education Committee recommends that the board provide funding and support for the school to begin the process of becoming IBO-certified in the PYP and MYP curricula.
- Public comment: Support for motion and for IBO curriculum. Support for moving forward with the decision tonight. Board should be willing to take a leap of faith on this.
- Motion passes unanimously

Presentation of information about state of high school planning for independent high school and placement options for inaugural class given uncertainty about high school plans for 2009-2010

Marketing and Development Committee

- Discussion of committee focus: focus is on major gifts from individual donors. Cool advisors are a good starting point for this list.

- Several recent meetings with French consul general; potential for a major gift from French government to assist with ISL high school.
- Question: is fundraising for a high school part of this committee's mission? Answer: committee would like to see the planning document that Education committee is putting together to begin serious fundraising.
- Discussion of new committee member

Executive Committee of the Board report (Karen)

Discussion of meeting w French Consul General. French consulate would like to partner with ISL to open an international high school.

Facilities: covered in head report

Finance Committee (Karen)

- No new financial report this month; in process of implementing new software
- Gary Picou is new committee member
- Pam presented update on grant worksheet
- Gary is assisting with asset management analysis and offer some planning advice
- Committee has first draft of policy and procedure manual
- Committee has received preliminary cost estimates for cottage
- Finance committee working with Education Committee and moves to budget an additional \$39,000 to cover initial training and application costs for IBO curriculum. Unanimously approved.

Old Business

- Acceptance of strategic plan for 2007-08 year as amended. Motion by Grant; second by Scott. Approved unanimously.
- Signing of contract for Head of School

New Business

Board retreat June 1; committees should begin submitting agenda items.

Public Comment

Laura Vagianos: discussion of Fridge Art planning

Meeting adjourned 9:35



19 March 2008

HEAD REPORT

For the Period Ending March 11, 2008

The Month of February has been a pretty active month for the school, parents, and board.

FACILITY

- Custodial Cottage has been evaluated by Wayne Troyer Architects and some preliminary drawings have been submitted to the Art and Music teacher for their input
- Replacement of 4 interior and 2 dual fountain water fountains
- Installation of the covered P.E. area
- Replacement of 5 interior light fixtures and installation of additional electrical outlets
- Repair broken gate on Magazine Street

As progress continues in and around the building, we have found several areas that will need to be addressed soon:

- Installation of Exterior lighting
- Kitchen equipment replacement – Oven and Steamer
- Completion of landscaping on Terpsichore St.
- Installation of an Irrigation system
- Security lights on the parking lot.
- Electrical outlet in various rooms.
- Van or cargo truck for transporting supplies (rental or purchase).

ACADEMICS

- Reenrollment – Officially begins March 17, 2008 and ends April 1, 2008. Reenrollment packages have been sent home.
- i/LEAP week concluded. Children relaxed and happy. 4 ELL (English Language Learners) are not expected to pass the first test. They must be offered remediation and retest in summer. After that point the State will decide if they will remove those students test results from the school's overall pass rate.
- The 3rd quarter ends 3/28/2008. There will be parent teacher conferences held for this quarter. All parents who have children in jeopardy of possible retention have been notified and met with.

- Teacher evaluations are being scheduled for the second semester. To be completed by the end of the first week in April.
- All teachers and assistants have been survey about returning next year. Foreign teacher requests have been submitted to the state. We have received many letters of interest for next year and will begin the interview and hiring process soon.

DEVELOPMENT

Annual Fund

- To date, the Annual Fund has received \$46,690 in unrestricted operating funds.
- The Family Annual Fund Committee continues to work on reaching their 100% participation goal; now at 27%.

Community Cultivation

- March 09 – Crump Insurance Volunteer Group - Salt Lake City, Utah Landscaping work in addition to a \$4,500 cash donation
- March 12 – French Television Station TF1 shot ISL classes for March 20 broadcast in celebration of French language (can be viewed on internet at <http://www.tf1.fr/>)
- March 19 – New School for City Management & Urban Policy tour

Refrigerator Art Auction and Gala

- Tickets are on-sale at www.isl-edu.org.
- To date we've sold only 56 tickets – please purchase yours today and encourage your friends to do the same!
- Event is Sunday, April 6 at the Foundry, 333 St Joseph Street beginning at 6pm.

Recruitment/Advertising

- ISL will have a booth at the Kid's Directory Education Expo at Lakeside Mall on Saturday, March 29.

Web-site

- Has been updated with new board roster and meeting minutes
- Contains new information on academics, applications and interactive calendar
- New section for ISL Families contains lunch menu, handbook and, soon, teacher lesson plans and assignments

Enterprise Development

- First draft of Board Consultant report will be completed by week's end
- First draft of Strategic Development plan was delayed to 04/01/08

The following funding has been granted for 2008 programming/projects:

Entergy	\$350,000	Solar Schools Initiative
LA Assoc of Non-Profit Orgs (LANO)	\$12,000	Enterprise Development/Parent Education
Lowe's	\$5,000	Safety/Lighting Program
Arts Council of New Orleans	\$2,700	Steel Drum School Band
Baptist Community Ministries	\$15,000	Curriculum Mapping and Documentation
LA Endowment for the Humanities	\$8,500	Library Prime Time
Parkway Partners	\$1,500	Student Garden
Global Green	\$75,000	Building Improvements

CAFA
Scott Cowan Institute

\$250
\$5,000

French Teaching Materials
Fellow to develop volunteer program

FUTURE

- We hope to begin French and Spanish language classes April '08
- Parent volunteering (FTCO) began open conversation about the benefits of the parent organization falling under the umbrella of the ISL.
- We are hosting bi-weekly communications inviting parents and the community to discuss events around the school. The next meeting will be held 3/
- Eastbank Charter School Collaborative (Louisiana Charter School Alliance) will proctor legislation specific to charter schools and funding.
- Blackbaud Accounting System is not yet fully functioning. New target date is scheduled for end of this fiscal year, 6/30/08.

Looking forward, we note that some classrooms will have to be moved for the 2008/09 school year to make room for the expanding number of students in the school. The facility director with the assistance of administration is looking at how to best optimize the use of space in the main building. Classroom moves will accommodate the increase in the number of students for the next school year.

The school is preparing for Items being considered for next year include:

- Mandatory tutoring for students with identified academic need
- Development of an academic matrix for retention and promotion
- School Holidays
- Professional Development
- Budgeting, current & 5 year plan
- Assessment and testing

Sincerely,
Sean Wilson

07 March 2008

The Honorable Olivier Brochenin
Consul General of France in New Orleans
1340 Poydras Street, Suite 1710
New Orleans, Louisiana 70112

Dear M. Brochenin,

The International School of Louisiana, with the approval of its Board of Trustees and School Administration, hereby informs the French Consulate in New Orleans of its intention to establish, in parallel to its existing educational programs, a French-accredited curriculum that will provide students with the opportunity to take the French-American Baccalaureate Examination upon completion of the twelfth grade.

With this intention, The International School of Louisiana will seek accreditation for the French-American Baccalaureate as it proceeds with establishing a high school level program per its charter.

Respectfully, the International School of Louisiana requests the approval and support of the French Consulate in this endeavor.

Sincerely,

Karen Mayer-Dwyer
President, Board of Trustees

Sean Wilson
Head of School

The mission of the **International School of Louisiana** is to provide a challenging education emphasizing French or Spanish language immersion, international awareness, the celebration of diversity and community responsibility.

Committee to Board Report

To: ISL Board

From: Education Committee

Committee Chair: Marc Rosenblum

Date: 3/15/2008 **Signature:** _____

Date of last meeting: 3/12/2008

Members Present: Marc Rosenblum, Dottie Nelson, Sean Wilson, Melanie Tennyson

Others present: Karen Dwyer, Laura Adelman, Jane Murdock

Summary of Committee Meeting: (detailed minutes attached)

1. Discussion of independent high school
2. Discussion of IBO curriculum for MYP and PYP
3. Discussion of university/research partnerships
4. Other upcoming business: assessment tool for language proficiency
- 6.
- 7.
- 8.

Votes Taken:

- 1) Committee recommends that ISL Board commit to opening an independent high school.
- 2) Committee endorses the proposed letter of agreement between ISL and French Consulate
- 3) Committee recommends that we begin formally aligning ISL curriculum, training teachers, and hiring appropriate personnel in support of and preparation for eventual application to become PYP and MYP certified

Upcoming Events:

Date of Next Committee Meeting: April 9, 2008; 1:00 PM

This form must be submitted to the President 5 days prior to Board of Directors meeting.

Education Committee of the ISL Board
March 12, 2008

Committee members present: Dottie Nelson, Marc Rosenblum, Sean Wilson, Melanie Tennyson

Others present: Laura Adelman, Karen Dwyer, Jane Murdock

Meeting called to order 1:10

1) High school

a) Business plan

- i) Status: Sean has met two times with Nicole Ortloff and Renee Deville to work on a business plan for the high school. The business plan is about 70% complete with the exception of a SWOT analysis + market survey results. The Preliminary report includes 1- and 5-year operating budgets. Nicole and Renee are curious about the procedure for moving this forward.
- ii) Next steps: The business plan sub-group will meet the week of March 24 to analyze the SWOT analysis and survey, assuming they are ready by then. We'd like to have a finished document in time for our next committee meeting, which can be voted on for consideration by the full board.

b) Curriculum and French-American Baccalaureate

- i) All students graduating from an ISL high school will meet state graduation requirements for the LA high school diploma.
- ii) In addition, we envision the school offering two optional degree programs: the French-American Baccalaureate and the International Baccalaureate. These are specialized diplomas that students would have the opportunity to opt into by taking relevant coursework and sitting for specified exams in their senior years.
 - (1) We are waiting on a document from Aude providing details of the French-American
 - (2) We have information about IBO degree requirements and will incorporate these requirements in our curriculum planning

c) Relationship with the French Consulate

- i) The committee discussed the proposed letter of agreement between ISL and the French consulate.
 - (1) Following the signing of the letter, the consul expects to take the letter to DC and Paris and seek supplemental funding to assist ISL and to help ISL track down a facility
 - (2) The Consulate has offered to assist with longer visas
 - (3) The committee believes the big issue on French teacher stability is not the nature of their US visas, but the nature of their status with the French government: expatriate vs. CODOFIL status vs. a third tier. Teacher's status with the French government affects their benefits package and seniority within the French civil service system. Melanie has talked to Arnauld (the educational attaché) about this, and the French consulate is aware of the problem. We should continue to explore options for moving our teachers into this higher status.

- (4) We believe French government very committed to an international school and wants to see a fast timeline
- d) High School Facility
 - i) A meeting is scheduled among Paul Vallas, Sean, Karen, and the French Consul re a possible facility
 - ii) Sean will meet on April 9 with Stacy Head and Paul Vallas about a facility; Sean expects the discussion to focus on facilities available in the coming school years.
 - iii) Bottom line: the committee believes it is likely, one way or another, that ISL will get its hands on a facility by 2010-11 school year, and possibly by 2009-10
- e) Next steps
 - i) In light of ambiguity in the Board and the committee's previous positions on this question, the committee voted to recommend that the Board "reiterate its commitment to opening an independent ISL High School."
 - ii) The committee voted to recommend that the Board support the letter of agreement between ISL and the French Consulate
 - iii) Following the next Board meeting, the committee believes a letter should be circulated to the ISL community providing an update on the state of high school planning. Marc volunteered to work on a first draft this letter. The letter should address the following points:
 - (1) Agreement with the French Consulate
 - (2) Any concrete information about a facility
 - (3) The school will definitely have an 8th grade class next year
 - (4) The school hopes to have a high school open in time for the 2010-2011 school year (i.e., accommodating the current 6th grade class)
 - (5) The school will assist current 7th graders to make sure that all of them receive appropriate counseling and application materials to transition into an appropriate high school
 - iv) Along with the letter to parents, the committee will organize a meeting with current 7th grade students to provide them with this information and answer any questions they may have. Marc & Sean will be available for that meeting.
 - v) Charter revision. Karen is meeting with Ken Campbell March 13 and will ask about what steps we need to take in order to revise our charter. We anticipate the following specific issues may need to be revised as ISL opens a high school:
 - (1) Limitations on student body expansion
 - (2) Requirements for native language instruction
- 2) IBO for MYP and PYP
 - a) The committee discussed board concerns about the unknown long-term costs and logistical challenges associated with implementing MYP and PYP programs. There are no existing models for us to learn from (i.e., not direct analogies to what we are trying to accomplish: public tuition-free school attempting K-12 IBO)
 - b) The committee also notes that putting an IBO curriculum in place will be a multi-year process, and that much of the work can be done prior to the time with begin paying IBO fees.
 - c) One alternative is to lay this groundwork for MYP and PYP now (training, curriculum development, etc.), but only begin paying PYP and MYP fees once we are also prepared

to offer a high school IBO degree, at which time we capture greater benefits from the K-8 IBO offerings. the committee believes this is the sensible way to proceed.

- d) The committee voted to recommend that we begin formally aligning curriculum and training teachers and hiring appropriate personnel in support of and preparation for PYP and MYP program; but delay paying IBO fees at this time.
- 3) Raphael Velasquez and his daughter Teresa will be coming for a tour of the school next week. Mr. Velasquez is a former principal of St. Augustine, and a Venezuelan native. His daughter is also a school administrator of some type. Marc believes they may be able to contribute to the education committee in the future.
- 4) Partnerships with research and university communities
 - a) Jessica White is a graduate student in linguistics at UT-Austin; has already collected pilot data here and will be back in the fall to do additional research
 - b) Maria Treffinger had talked to people in education department at Nicholls State, but nothing came of this. There is a new dean and new director of their Center for Dyslexia and Related Reading Disorders at Nicholls. Dottie Nelson will reach out to Nicholls about stronger relationship.
 - c) Marc previously reached out to Education, Foreign Language, and other departments at UNO. Will send an additional letter around to faculty in education.
- 5) On the calendar:
 - a) Assessment tool for language proficiency (due in April)
 - b) Report on grade level/language attrition rates: originally scheduled for October; will be reported in May following receipt of re-enrollment data
 - c) Review of K-8 curriculum (due in June)
 - d) Review and assess LEAP performance (due in June)
 - e) Review of Pupil Progression Plan (due in August)

Meeting adjourned 3:10

Next meeting April 9

From: Ligon, Grant [Grant.Ligon@gbe.com]
Sent: Monday, March 17, 2008 7:32 PM
To: swilson@isl-edu.org; gina; Marc Rosenblum;
Scott Aiges; Enrico Sterling; Carolyn Chandler; nelsonno@bellsouth.net;
karen@kmdcpa.net; rcortizas@joneswalker.com
Subject: Meeting with Sarah Usdin, Head of New Schools
New Orleans. I met my neighbor at the local coffee shop for a talk.

Sarah indicated there are a LOT of resources out there for Type 5s and charters gettin in the game. She also figures some of the new and young charters won't make it through the coming competitive time for kids. Pastorek says clearly he'll shut down underperformers.

We spoke a lot of the teacher aspect of IB and where we're trying to get to. Of interest, she noted the Local School Guide as the source info for school. ISL is indicated as having 21% free of reduced lunch and 40% black student body. This, along with our successful results, pushes us behind others from getting direct help from Org's like Teach NOLA. They are focused on lower performing and high need schools, as per their funding sources.

Sarah has graciously provided e-intros to those players and meetings will be arranged shortly to further discuss our need for teachers when/if we transition to IB.

She noted that Vallas wants an IB. Word is suggesting that Rabouin School could be the site for this school.

It was noted that there is money out there for new charters above the \$250,000 from NCLBehind. It was noted that would mean the IB school would be funded about \$500k and a building to use from the get go.

Most of our discussion was of the network of teaching org's and principal incubators, one of whom I met to discuss how those programs work.

Sarah very much admires what we've done and wants us to get with Vallas to stake our claim on an IB HS while he's got the money and the stroke.

She did indicate the relative paucity of really good teachers who could take an IB where it should go, and I tend to agree.

If ISL wants an IB HS, not even talking about PY and MY as those are done after the HS, we'll have to face the Type 2 vs. Type 5 question and act in the

way that will get us what we want without costing us who we are.

From: Ligon, Grant [Grant.Ligon@gbe.com]
Sent: Monday, March 17, 2008 6:53 PM
To: swilson@isl-edu.org; Carolyn Chandler;
Enrico Sterling; nelsonno@bellsouth.net
Cc: Karen Mayer Dwyer; mtennyson@isl-edu.org;
Marc Rosenblum; saiges@jazzandheritage.org
Subject: Visit to LSU Lab School to discuss IB program.
2/19 Melanie Tennyson and Grant Ligon in attendance

LSU Lab School is a highly praise quasi public school (tuition of \$4500). It is K-12 with a Primary Year and Middle Year IB program active to go along with their High School IB curriculum.

It'll be bullet points as time is tight. Don't bore us get to the chorus, it'll be!

We met Emily Tarver, MY Coordinator (and teacher), as well as the PY Coord and the Hi School Coord. All were kind with their time and open to their experience in IB, I found.

High School IB authorized in 01

MYP authorized in 07

PYP authorized in 04 The delay of the MYP was due to it being a "messier" curriculum piece to resolve. This indicates as well that PYP and MYP have not been around a long time.

My notes say LSU Lab does not actually adhere to all the requirement of IB, like when and where to train the teachers. Expense is the driver there.

They also do not have a IB Diploma, as it is too expensive for the number of kids getting all the way through the program. Students can choose some of the IB, not required to do all.

There are elective offered in grades 6-7-8 in IB

My notes say their training costs each year, for MY teacher, as example, is \$17k. No estimate rec'd for PY or HS training.

We spoke with their Lead French teacher at the school, Scott. I believe he noted he is not comfortable teaching an advanced French course, and he has been there over 8 years. This seems to indicate the difficulty of finding "long term" teachers with the French skills our kids will be needing.

The Coordinator in MY said they usually have to teach 4 new hires in the IB training each year.

Melanie and I were both blown away by how the PYP classrooms presented themselves.

IT MUST BE NOTED that the teacher corp is veteran and turnover is 5-10% a year. Average experience is 15 yr's plus. That's a SEA CHANGE from where we are.

Steve Delacroix is HS Coordinator and has been for several years. He speaks highly of how it's benefited the kids and very much prefers it to AP (He wasn't alone in that, we found). They do not offer the IB Certificate. There is a 10th grade to 12 th grade "certificate" of their making. We undersatnd they give a MYP Certificate.

He indicated parents buy into the expense because their kids will work at the highest level. I heard that to mean there's "gap" or additional funding parents put in to keep that program cutting edge as they can.

I've got other notes, but want these three reports to give some basic information that we've gotten in the past month.

From: Sean Wilson [mailto:swilson@isl-edu.org]
Sent: Tuesday, December 18, 2007 3:11 PM
To: carolyn_chandler@mpcds.com; Dottie Nelson; ginawarner@mindspring.com; Ligon, Grant; karen@kmdcpa.net; Marc.Rosenblum@uno.edu; Richard Cortizas; ricosterling@yahoo.com; Scott Aiges; tonya.morrow@marriott.com
Subject: Head Report
All –

Please find attached the head report for the period ending 12/15/07.

Thanks,

Sean Wilson
Executive Director
International School of Louisiana
1400 Camp Street
New Orleans, LA 70130
Tel: 504-654-1088
Fax: 504-654-1086

www.isl-edu.org

From: Ligon, Grant [Grant.Ligon@gbe.com]
Sent: Monday, March 17, 2008 7:33 PM
To: swilson@isl-edu.org; Marc Rosenblum; Scott Aiges; Enrico Sterling; Carolyn Chandler; nelsonno@bellsouth.net; karen@kmdcpa.net; rcortizas@joneswalker.com
Cc: mtennyson@isl-edu.org
Subject: Visit with TJ Locke, Head of School at Newman. Melanie Tennyson and Grant Ligon at his offices.

TJ had experience in New Jersey with IB in PYP, MYP and HS.

He indicated in a district wide initiative, 4 of 12 schools were PYP and MYP. The idea was to spread the IB around the district to modernize the curriculum and pull underperformers up.

TJ is very much a fan of IB, clearly preferring it over AP.

He was clear the IB efforts in that public district failed at all levels. Main reasons were lack of teacher buy in and the "Wall of Rigor" that the program presents kids who go for the whole Diploma. The IB was taken out of the district after he left.

He reiterated that the normal process is HS first, then PYP and MYP in some combination or order. He confirmed that IB in PYP is difficult, e.g. Pilosophy is worked on via inquiring units. He noted Character education. The point was that teachers had a wide range of outcomes when and after trained. They either "got it" and brought the magic to the class, or they didn't commit and allowed for a wide range of efforts and results. Again, he noted teachers have to learn to do things differently than US teacher factories many times require.

He noted some Best Practices for PY and MY in Curriculum mapping, and stressed it is a LOT of work in the best scenario.

He noted the HS has to have dual track to have sufficient numbers to utilize teachers and get kids through to graduation.

Melanie and I spelled out the interesting and close to unique characteristics of ISL and we discussed the "leap" to get from here to there.

Personally, I don't think I'm overstating to say TJ heard what we have and what we want, and he has large reservations about how all the change would impace ISL.

As well, he indicated he thinks we could be better than Franklin at HS and be a premier lower school if we gather the proper forces to get us through the tough times. Kind of like Lusher and Tulane, as a point of reference.

He indicated he'd worked with Vallas up there, he knows Vallas really wants

an IB school, which we've heard from other credible folks, and we should get with him right away while he's formulating and has the money and sway to do it.

We were all hurrying so it was 45 minutes. He has forwarded a lot of links in an email I've not gotten into.

The mission of the **International School of Louisiana** is to provide a challenging education emphasizing French or Spanish language immersion, international awareness, the celebration of diversity and community responsibility.

Committee to Board Report

To: President
From: Finance Committee
Committee Chair: Karen Dwyer
Date: 3/12/08

Date of last meeting: 2/13/08

Signature: _____

Members Present: Karen Dwyer (Board Member), Gary Picou (Committee Member), Sean Wilson (Head of School), Pam Stewart (Guest- ISL staff), Aviva (Guest- ISL staff)

Summary of Committee Meeting:

1. Reviewed Preliminary Financials for March 2008
2. Discussed the possibility of getting our Pension Plan Administrator to come in and do a presentation to the faculty and staff of the 403B plan that ISL offers.
3. Discussed updates to Grants Worksheet.
4. Old Business –
 - A.) Blackbaud Software conversion is taking longer than originally anticipated, however it is expected to be fully operational by the end of the fiscal year.
5. New Business:
 - A.) Discussed setting up a google Financial Calendar noting all due dates for required filings.
 - B.) Administration presented the first draft of the budget for 2008-09 school year and well as the first draft of a five year plan.

Votes Taken: None

Upcoming Events: Refrigerator Art Auction April 6th, 2008
Finance Committee Meeting Normally Set the 2nd Wed of each month at 8:30 AM

Date of Next Committee Meeting: April 9th, 2008 8:30 AM at ISL



FUNDRAISING WORKSHEET 2007-08

Name of Grant	Grant Type	Purpose/Use	Applied	Budgeted	Awarded	Received To-Date	Anticipated Receivable	In-Kind Value Received	Notes
Arts Council of New Orleans	Competitive	Steel Drum School Band	\$5,000	----	\$2,694	\$2,021	\$674		Contracted 11/26
Baptist Community Ministries	Competitive	Curriculum Mapping	\$25,000	----	\$15,000	\$15,000			Contracted 9/14
CAFA	Competitive	French Teaching Materials	\$250	----	\$250	\$250			
Entergy/Nike/Global Green	Competitive	Solar Schools/Renovations	\$350,000	----	\$350,000		\$350,000		Building Inspection 11/30
Global Green	Competitive	Renovations	\$75,000	\$75,000	\$75,000		\$75,000		Granted 10/5
LANO - Enterprise Development Program	Competitive	Unrestricted	\$2,000	---	\$2,000	\$2,000			
COMPETITIVE GRANTS SUB-TOTAL			\$457,250	\$75,000	\$444,944	\$19,271	\$425,674		
Annual Fund 07-08	Donor/Event	General Operating	\$30,000	\$30,000	\$46,690	\$46,690			Inc \$17,000 (Bridgewater), \$2,500 (Entergy), \$5,000 (Capital One)
Crump Insurance	Donor/Event	General Operating	---	----	\$4,500	\$2,500	\$2,000		Spring
ISL Fest	Donor/Event	General Operating	\$25,000	\$25,000	\$17,319	\$17,319			ISL Fest 11/3
Refrigerator Art	Donor/Event	General Operating	\$25,000	\$25,000					Spring
DONOR/EVENT SUB-TOTAL			\$80,000	\$80,000	\$68,509	\$66,509	\$2,000		
LA. Department of the Humanities 2007	In-Kind	Prime-Time Bilingual Reading Initiative						\$8,500	Program October - November
MIT-Sloan Fellowship	In-Kind	Cottage Renovation						\$10,000	Completed
Sunlife Financial	In-Kind	Shed - Labor						\$4,000	Completed
Tulane - Cowan Institute	In-Kind	Fellowship to build community volunteer program						\$5,000	In-Process
Youth Empowerment Services	In-Kind	Cleaning Labor						\$1,500	Completed
IN-KIND SUB-TOTAL								\$29,000	
FUNDRAISING SUB-TOTAL			\$537,250	\$155,000	\$513,453	\$85,780	\$427,674	\$29,000	

INTERNATIONAL SCHOOL OF LOUISIANA
Balance Sheet
As of February 29, 2008

	<u>Feb 29, 08</u>
ASSETS	
Current Assets	
Checking/Savings	
1 Cash and Cash Investments	454,861.91
CLASS FUNDS	11,667.09
Total Checking/Savings	<u>466,529.00</u>
Accounts Receivable	
1200 - Accounts Receivable	470,860.38
Total Accounts Receivable	<u>470,860.38</u>
Other Current Assets	
1499 - Undeposited Funds	272,497.00
4 - Other Current Assets	3,086.38
Total Other Current Assets	<u>275,583.38</u>
Total Current Assets	1,212,972.76
Fixed Assets	
Accumulated Depreciation	-92,318.72
Fixed Assets	216,276.71
Total Fixed Assets	<u>123,957.99</u>
TOTAL ASSETS	<u><u>1,336,930.75</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	28,894.67
Total Accounts Payable	<u>28,894.67</u>
Other Current Liabilities	
7 Other Current Liabilities	142,367.40
Deferred Revenue	-743.61
Due To FTCO	535.00
QZAB loan	72,727.21
Total Other Current Liabilities	<u>214,886.00</u>
Total Current Liabilities	<u>243,780.67</u>
Total Liabilities	243,780.67
Equity	
FTCO - restricted funds (Class funds)	11,641.57
3900 - Retained Earnings	982,031.08
3901 - Temp Retained Earnings (Adjust to Bal B/S with Audit)	4,343.96
Net Income	95,133.47
Total Equity	<u>1,093,150.08</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,336,930.75</u></u>