

## **NOTRE ECOLE**

Board meeting minutes: April 18th, 2024

Meeting was called to order at 6:09pm by Romain Lorentz.

Board Members, present: Romain Lorentz, Jean-Christophe Ricaud, Martine Laroche, Jean-Noël Kouame, Bill Horn, Vanessa Hendrikson (ex-officio), Michele Chalmeau (ex-officio)

Board members absent: Cheryl Field, Erica Barnes, Mamady Konneh

### **Announcements:**

None

### **Approval of the minutes of March 21st, 2024, board meeting:**

Motion to approve: Jean-Christophe Ricaud

Second: Romain Lorentz

Abstain: Bill Horn

All in favor: Martine Laroche, Jean-Noël Kouame

March minutes were approved.

### **Admissions Enrollment and Lottery Policy changes**

Review that a motion was made to remove the phrasing from the Admissions and Enrollment and Lottery Policy as Notre Ecole does not have early entrance to Kindergarten or grade acceleration vote was done by email on 3/26/2024.

### **Transportation Survey**

In its mid-year review, IQS recommended the school to add a question regarding transportation satisfaction to parent and student surveys.

Survey was sent to the 5 families who are using transportation and 3 responded.

Questions were about being satisfied with Robbinsdale district transportation and overall, Families are.

### **Board Recruitment for AY 24-25**

Next September, 3 members have their term up: Jean-Christophe Ricaud, Cheryl Field, Erica Barnes. The president of the board shares the importance to recruit individuals with targeted skills to support the school's development and to have a more specialized board. Having a lawyer or a jurist as a board member will be a great addition.

An ad hoc committee will be created to write an add to recruit board members and interview them.

### **Renewal of Co-coordinator's contracts for FY 25**

The Board votes an increase in the salaries of Michele Chalmeau and Vanessa Hendrikson. Motion has been approved to renew the co-coordinator contracts.

### **Committee reports (Marketing, Development, and Finance)**

Marketing: none

Development: none

Finance: The budget is pretty similar to last month, there is a good balance between expenses and revenue. The school is still looking for an opportunity to open a line of credit.

### **Co-coordinators reports**

The school will host a french intern during the 2024-2025 school year. The sponsor agency in charge of the J1 intern visa told the school that visas might be delayed this year as the embassy in Paris might be closed during the Olympic games this summer.

It might also affect the hiring of a teacher in France this year and the school is already looking other options.

### **Literacy Plan**

The 2023-2024 Literacy was updated to include the IDAPEL assessment. The vote was passed 5/2/2024 by email.

Motion to approve: Cheryl Field

Second: Erica Barnes

All in favor: Jean Christophe, Mamady Konneh, Bill Horn, Martine Laroche

Literacy Plan was approved.

### **Motion to adjourn**

Moved to approve motion to adjourn: Bill Horn

Second: Jean Noel

Roll call: All in favor.

Meeting adjourned at 7:18pm.