

NOTRE ECOLE

French Immersion STEAM School

6/11/2020

1/ Call to order

location & time: Due to the COVID-19 pandemic and the governor's stay at home order, and in person meeting is not practical or prudent. Board members met via Google Hangout, Thursday, June 11th, at 6:00pm.

Board members present: Anne Adabra, Romain Lorentz, Salah Boulakbeche, Marie-Anne Sirot, Michele Chalmeau (ex-officio), Yves-Luc Apyl Akpata, Jean Noel Kouame, Myriam Daumal

Board members not present:

2/ Acceptance

minutes from: 05-14-2020

Motioned by: Salah Boulakbeche

Seconded by: Marie-Anne Sirot

result: Anne Adabra, Romain Lorentz, Myriam Daumal, Yves-Luc Apyl Akpata, and Jean Noel voted in favor. All Approved.

Agenda of 06-11-2020

Motioned by: Romain Lorentz

Seconded by: Jean Noel Kouame

result: Anne Adabra, Salah Boulakbeche, Myriam Daumal, Yves-Luc Apyl Akpata, and Marie Anne Sirot voted in favor. All Approved.

3/ Public Input:

4/ Directors report:

- Vote on School Attire Policy

Motioned by: Romain Lorentz

Seconded by: Salah Boulakbeche

Result: Anne Adabra, Marie Anne Sirot, Myriam Daumal, Yves-Luc Apyl Akpata, and Jean Noel voted in favor. All Approved.

- Hiring
 - An interview for PE teacher/Special Ed. Coordinator/Tech. Coordinator took place. The position needs to be on Edpost for 15 days before we can offer employment. The position

was placed on Edpost on 5/26/2020. At the end of the week, the post will have been on Edpost for more than 15 days. An offer will be made to our candidate Friday, 6/12/2020.

- Marketing – door hangers, facebook advertisement
 - Facebook ads work well, our facebook page is getting “likes” at a higher rate, it costs around \$5 a day.
 - Googlead works well too for a cost of \$150/month for Facebook, and around \$200 for Google/month for around \$350/month total.
 - Doorhangers will be the next step for local outreach, but the environment is not the best right now following events of George Floyd in Minneapolis. Design will be finalized and order will be placed next 2 weeks.
 - As businesses start to re-open poster need to be placed.
 - Alliance Francaise organizes its 14th July, we will have a booth for \$200.
- Evaluations – Student Report Cards and Teacher Evaluations
 - Myriam Daumal, with recommendations from the academic committee, has completed the student report card template.
 - Michele Chalmeau has begun making the transfer of data to JMC (SIS system).
- Food Service – Lancer
 - Following the bid process, Lancer has been selected as our food vendor for next year. Michele Chalmeau is exchanging information with them and they will help implement successful program. Jessica Minczeski is our main contact with Lancer.
 - License from Hennepin Health department will be issued in the next couple of days.
- Lockers
 - 95 lockers have been delivered to the school. Board and community helpers helped unload the truck.
 - Church has a contractor to install lockers, but they need to be assembled prior to installation. There will be a group assembly work session next week. Announcement to be made of the day and time. Announcement will be made for volunteer help.
- Insurance – work comp, auto., building, liability, D&O
 - all the above insurance documents have been completed and signed.
 - We should have the E&O and Surety Bonds before the next board meeting.
- Background checks
 - All board member background checks have been completed.
 - Announcement has been made to student’s families who would like to volunteer in the school, to get a free background check by July 1st.
 - Background checks are are free up to July. 1st with TransUnion Sharable for Hires.
- JMC trainings
 - SIS software training is under way. Michele Chalmeau invited those who think they might use the system to join the training sessions.

- MDE trainings
 - MDE has a series of webinars for different subjects, from MARSS reporting to special education. Board members should sign up for the sessions that they are interested in attending.

5/ Old business

- Robbinsdale/MDE has been notified that Notre Ecole will be sharing the Robbinsdale District Busing to transport in district students to Notre Ecole School.
- The MARSS 62 report is filed. Very good and fast response from MDE, no return from Robbinsdale district.
- Printer service: a second show room will be re-open next week, we have 2 bids.
- Start discussion of CSP year 1 budget. Due mid-late summer
- MSBA membership will be purchased in July.

6/ New business

- Distance learning software to purchase.
- Distance learning policy

Next meeting time: 7/9/2020

Motion to adjourn:

Motioned by: Romain Lorentz

Seconded by: Myriam Daumal

Result: Anne Adabra, Salah Boulakbeche, Marie Anne Sirot, Yves-Luc Apyl Akpata, and Jean Noel voted in favor. All Approved.

Meeting closed at 7:16pm