

NOTRE ECOLE

Board meeting minutes, March 17, 2022

Meeting called to order at 6:07pm

Board Members, present: Romain Lorentz, Vanessa Hendrikson (ex-officio), Salah Boulakbeche, Jean-Noël Kouame, Myriam Daumal, Alyssa Anderson, Cheryl Field, Jean-Christophe Ricaud, Erica Barnes

Board members, absent: none

Guest: Carrie Bakken (IQS)

Approval of the minutes of the February' board meeting:

Motion to approve: Myriam Daumal

Second: Alyssa Anderson

Roll call: All in favor.

Motion passed unanimously.

State of the District Report 2021-2022:

It is an update on the school progress in Math and French student outcomes. A report is issued twice a year. The data are from January. The results are satisfactory.

IQS mid-year report:

The report is positive. The growth pace could improve: the school is encouraged to make efforts to increase enrollment.

Different ideas are discussed for that matter: increase visibility with the Alliance Française, and interventions at libraries. A board member suggests to create committees to work on projects, to ease the burden on the over-worked co-coordinators.

Food vendors: bids and update

The current daily fee for delivery (\$60) is heavy on the school finances.

Given the small number of lunches to be served, few caterers are even interested in providing services.

The school has received one bid so far, and the deadline for choosing a new vendor is March 30th. The vendor that has responded offers a fair price and does not ask for extra delivering fee. However, the school is tied by a contract to the current vendor, and a new contract will take effect in September, 2022.

The school is committed to deliver food services to the staff and students, and there will be no interruption in food services. Notre Ecole has been awarded with a \$5,000 grant for the food service.

School events:

- *Afoutayi*: this Haitian organization came to the school for a week, to teach students Haitian dances, and performed as well. They passed a lot of energy on to the children. Everyone enjoyed their presence and interventions.
- *Open House*: 11 families came to the open house, 7 of which being new families.

Purchase of playground equipment (\$5,000):

There is a fundraising on the school website, to get the money needed for the improvement of the playground equipment.

Two YugiOh! events will help completing the funding (March 19 and April 9).

Policies reviews and updates

COVID Plan update: the CDC recommendations have changed recently. The school would like to move from masks wearing being “recommended” to “optional”, to align with the latest CDC’s recommendations.

Motion to approve the update: Cheryl Field

Second: Romain Lorentz

Roll call: All in favor.

Motion passed unanimously.

Approval of a new employee’s hire:

The school is looking at hiring a teacher from France. The Board members have received the resume of the selected candidate, who has great credentials. The school has found a sponsor (Amity) for his J-1 visa. It is important to move forward rapidly, since paperwork takes time.

Motion to approve the new hire for the 2022-2023 academic year: Alyssa Anderson.

Second: Erica Barnes.

Roll call: All in favor.

Motion passed unanimously.

Enrollment:

There are currently 39 students at Notre Ecole.

13 new students are enrolled in Kindergarten for next school year.

Designation of an Identified Official with Authority for Education Identity Access Management:

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user’s assigned job duties, and will revoke that user’s access when it is no longer needed to perform their job duties. The Co-coordinators recommend the Board authorize Michele Chalmeau, michele.chalmeau@notreecole.org, to act as the Identified Official with Authority (IOwA) for Notre Ecole with identification number 4276.

Motion to approve: Romain Lorentz.

Second: Jean-Noël Kouame.

Roll call: All in favor.

Motion passed unanimously.

Adjournment:

Moved to approve motion to adjourn: Romain Lorentz

Second: Alyssa Anderson.

Roll call: All in favor.

Meeting adjourned at 7:01pm.