

**French and Montessori Education, Inc.**  
**Board of Directors Meeting, May 19, 2007**  
**Minutes**

The meeting was called by Carlos Zervigon, and was publicized by posted notice at the school, notice on the school website, notice in the Rare Bird newsletter, and notice on the Rare Bird list service. The meeting was held in the cafeteria at Audubon's Broadway campus, 428 Broadway Ave., New Orleans.

Board members present: Ken Ducote, Edwin Shorty Jr. (Vice Chairman), Teddy Locke, Wynn Seeman, Laura Watts (Treasurer & acting secretary for the meeting), and Carlos Zervigon (Chairman)

Board members excused: Gary Allen Wood, Hon. Pierre Lubovics, Allen Miller, James Reiss, and Rev. Cornelius Tilton

The meeting was called to order at 10:25 am.

Attachments:

Agenda

Minutes for the April 21, 2007 meeting of the Board

Administration report

**1. Discussion of Minutes:**

The spelling of Ducote and Wynn were corrected.

**Motion:** Carlos moved that we approve the minutes with the correction of the spelling errors and a change to reflect that MCKellerman was not present at the April 21, 2007 meeting but was represented by Claudine Adams.

This was contested by Edwin who challenged the accuracy of the minutes with regard to the approval of the school calendar for the 2007/2008 year. There was discussion of the recollections of the board members and the motion was put to a vote. The motion was carried with Edwin Shorty voting against.

**Motion passed** with Edwin voting against.

**2. Board Retreat:**

Dates were discussed for a possible board retreat. Board members to email availability to Carlos. The retreat structure was discussed and possibility of two half-day sessions, the first to review the Charter and how the school is run. The second day would be with the facilitator to discuss the role of the Board, the mission of the school and ideas for Audubon's future.

**3. Administration report:**

Please see attachment. From the French Director: The French 5<sup>th</sup> grade trip is going very well with a welcome of the students by the Mayor of Dourdon and the kids attending

classes on their first full day. In future, Mme. Kellerman would like to see a broadening of the chaperon group beyond parents to include board members or other staff. Also, the possibility of Dourdon students coming to Audubon in exchange was presented.

All French program teachers are returning for the 2007/2008 school year and two new teachers are arriving for the 1<sup>st</sup> and 6<sup>th</sup> grade classes.

A gift of a comprehensive encyclopedia was given by one of the founders of the French School, Dr. Robert Demarais. He also offered his assistance with grant writing.

Professional development: The French Ministry of Education has indicated that they would like to see all teachers involved with the French program attend professional development sessions, not just the homeroom teachers. This is in response to the new offering of an American Option for the Baccaloriat. English, Social Studies, economics will all be included on the exam for the American Option and teachers of those subjects need to be included in the professional development offered by the Ministry.

#### **4. Budget Committee Report:**

The 07/08 budget is looking better due to an expected increase in the per student allocation of funds (MFP). There is a balance between one-time expenditures and one-time income items. We are still looking to fundraising for a portion of our budget, approximately 4% of total.

Ken noted that we should use Working Draft as a title for our budget rather than proposed and the term estimate vs. guess.

As we may not have the final MFP figures by the end of June, we may need to adopt a resolution to continue spending at our current level pending approval of the final budget.

#### **5. Principal Evaluation:**

**Motion:** Ken moved to recess into Executive session to discuss the Principal Evaluation. The motion was seconded by Teddi.

**The motion passed unanimously.**

The board returned from executive session at 12:02 PM.

**Motion:** Ken moved to recommend to renew the contract of Ms. Dupuy effective July 2007, with a base salary of \$95,000/yr with a possible supplement of an additional \$3,000/year upon receipt of her Montessori Administration Certification. Teddi seconded the motion.

**Motion passed unanimously.**

12:08. Ken moved to adjourn the meeting. Edwin seconded the motion and the motion was carried unanimously.