

MEETING MINUTES
Joan of Arc Academy
Meeting of the Board of Directors
March 21, 2017 @ 6:30 P.M.

Present: Patrick Foody, Chair
Tony Nguyen, Vice-Chair
Tara Blasioli (via conference call)
Guy Giorno
Daniel Carr
Dana Dingman-Bailes

Regrets: Melanie Adrian
Atul Aggarwal
Michael Judd
Sridevi Kumar

Also Present: Pierrette Poliquin, Head
Natalie Charest
Valerie Papin

AGENDA ITEM
1. CALL TO ORDER
The Chair called the meeting to order at 6:38 p.m. and declared quorum.
2. APPROVAL OF THE AGENDA
The Agenda was approved.
3. APPROVAL OF MEETING MINUTES
The meeting minutes from the February 21, 2017 meeting were reviewed and approved.
4. REVIEW OF ACTION LOG ITEMS
Items on the Action Log were reviewed. Some items remain active.
5. REPORT FROM THE HEAD
Valerie Papin presented the financial statements as of the 20 th of February. Revenues showed that enrollments are up from budget, increasing the overall revenue for JOA. Disbursements were slightly higher than expected, due to increases in office and admin expenses, the writing

off of several A/Rs, the recruitment fees for the new Head and the cost of membership in private school associations.

6. UPDATE ON HEAD RECRUITMENT

The board listened to a presentation from the leading candidate for the Head position, which included the candidate's experience, vision for JOA and philosophies on girls' education. After the presentation the board had the opportunity to ask questions of the candidate.

The board discussed the next steps in the recruitment process. The Chair will send out to all board members information about all candidates considered and the final recommendations from the Committee. Once all board members have reviewed the documentation a vote will take place on proceeding with the selected candidate. If the motion passes, the Chair and one other member of the Committee will proceed reviewing the employment contract, the terms of employment and make the offer the candidate. Communication will then be prepared by the Chair to send to parents.

7. COMMITTEE OPERATIONS AND REPORTING

i. Footy7s

No new update.

ii. Finance

The Committee will review the Financial Framework on an annual basis going forward to ensure compliance.

iii. Facilities Management

No update provided.

iv. Governance

No update provided.

IN CAMERA SESSION

The JOA Board had an in camera session after a motion was made and seconded. The session commenced at 8:30pm and lasted for 60 minutes.

NEXT MEETING AND ADJOURNMENT

The next meeting is scheduled for Tuesday, April 18, 2017 at 6:30pm.

The meeting was adjourned at 9:30pm.

ACTION LOG

Action Item	Lead	Status	Due Date
Board is to develop criteria for replacement members, and to identify new candidates to fill those roles.	ALL	Active	
Board needs to actively seek two new external members, preferably with a marketing and/or education background, and preferably French	ALL	Active	
Management will report back to the Board in April with information about potential financial aid and mean versus academic assessment.	Mgt	Active	April 2017
Research on costs for boiler replacement versus repairs.	Tara Blasioli	Active	May 2017
Quarterly financial review of 2016 year end numbers,	Atul Aggarwal	Closed	April 2017
Communication memo to parents about new Head	Pat Foody	Active	April 2017