

Type 2 Charter Renewal Contract entered into by Lycee Francais de la Nouvelle Orleans, Inc.
and the Louisiana Department of Education

Dated as of July 1, 2016

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CHARTER SCHOOL RENEWAL CONTRACT
FOR TYPE 2 CHARTER SCHOOLS

THIS AGREEMENT is a Charter School Contract, authorized pursuant to Louisiana Revised Statutes, Title 17, Chapter 42, and executed by and between the Louisiana Board of Elementary and Secondary Education (“BESE”) and Lycee Francais de la Nouvelle Orleans, Inc. (“Charter Operator”) on this, the 1st day of July, 2016.

RECITALS

WHEREAS, the “Charter School Demonstration Programs Law,” La. R.S. 17:3971 *et seq.*, authorizes experimentation in the creation of innovative kinds of independent public schools for students; and

WHEREAS, the Louisiana legislature has stated its intention that the best interests of at-risk students shall be the overriding consideration in implementing the provisions of the “Charter School Demonstration Programs Law;” and

WHEREAS, the purposes of the “Charter School Demonstration Programs Law” are to provide opportunities for educators and others interested in educating students to form, operate, or be employed within a charter school designed to accomplish the following objectives, namely: (1) to improve student learning and, in general, the public school system; (2) to increase learning opportunities and access to quality education for students; (3) to encourage the use of different and innovative teaching methods and a variety of governance, management, and administrative structures; (4) to require appropriate assessment and measurement of academic learning results; (5) to account better and more thoroughly for educational results; and (6) to create new professional opportunities for teachers and other school employees, including the opportunity to be responsible for learning programs at the school site; and

WHEREAS, BESE previously determined that the Charter School Operator’s application was valid, complete, financially well-structured, educationally sound, and offered potential for fulfilling the purposes of the Charter School Demonstration Programs Law; and

WHEREAS, BESE approved the Application of Lycee Francais de la Nouvelle Orleans, Inc. to be a Type 2 charter school, subject to completion of prescribed pre-opening activities and execution of a Charter Contract.

WHEREAS, BESE previously executed a Charter Contract with the Charter Operator for a maximum initial term of five years pursuant to La. R.S. 17:3971 *et seq.*; and

WHEREAS, BESE is authorized, pursuant to La. R.S. 17:3971 *et seq.*, to renew Charter Contracts for a period of not less than three years nor more than ten years after a thorough review of the Charter School’s operations and compliance with charter requirements;; and

WHEREAS, BESE has determined that the Charter School has satisfied the requirements pursuant to La. R.S. 17:3971 *et seq.*, for renewal of its Charter Contract

NOW, THEREFORE, the parties hereto, intending to be legally bound by the terms and conditions set forth herein, enter into the following Agreement:

AGREEMENT
SECTION 1: ESTABLISHMENT OF SCHOOL

1.1 Parties

- 1.1.1 This Charter Contract is entered into between and Lycee Francais de la Nouvelle Orleans, Inc. its Board of Directors (“Charter Operator”) and the Louisiana Board of Elementary and Secondary Education (“BESE”) for the purpose of operating Lycee Francais de la Nouvelle Orleans (the “Charter School”). This contract will be referred to herein as an “Agreement” or a “Charter Contract,” and such terms may be used interchangeably.
- 1.1.2 The person authorized to sign on behalf of BESE is the President of BESE.
- 1.1.3 The Louisiana Department of Education (“LDE”) shall have jurisdiction over the Charter School Pursuant to La. R.S. section 17:3981(3).
- 1.1.4 The person authorized to sign this Agreement on behalf of the Charter Operator is Alysson Mills (“Charter Representative”), who must be an Officer of the Charter Operator’s Board of Directors. The Charter Representative affirms as a condition of this Agreement that the Charter Operator’s Board of Directors has authorized him or her to execute agreements, including this Charter Contract, on behalf of the Charter Operator.
- 1.1.5 The Charter Operator affirms, as a condition of this Charter Contract, that the nonprofit corporation is duly authorized according to the laws of the State of Louisiana, and certifies that all contracts obligating the charter school have been and will be undertaken by the Charter Operator as a nonprofit corporation. Failure to act strictly as a nonprofit corporation shall be grounds for rescission of its charter.
- 1.1.6 The Charter Operator affirms, as a condition of this Charter Contract, that the nonprofit corporation has a Board of Directors, whose members receive no compensation other than reimbursement of actual expenses incurred while fulfilling duties as a member of such a board.
- 1.1.7 The Charter Operator affirms, as a condition of this Charter Contract, that no more than one person from the same immediate family, as defined in La. R.S. 42:1102(13), serves as a member of the Charter Operator’s Board of Directors.

1.2 Location

- 1.2.1 The Charter Operator shall provide educational services, including the delivery of instruction, at the location(s) listed in **Exhibit A**.

1.3 Facility

- 1.3.1 The Charter Operator shall maintain either ownership of, a lease for, or other suitable agreement covering the use of all facilities, and shall ensure that the facilities comply with all state and local health and safety standards and other applicable laws, regulations, and rules.
- 1.3.2 The Charter Operator shall provide a copy of the lease, purchase agreement and/or facility agreement upon request by BESE and/or the LDE.
- 1.3.3 In the event that an adequate Facility Agreement and/or necessary certificates and permissions are not in place at any time, the Charter Operator may not provide instruction at the facility. In such event, BESE reserves the right to enforce its revocation rights set forth herein.
- 1.3.4 The Charter Operator shall be subject to all rules and procedures adopted by BESE with respect to facility maintenance, and shall comply with all applicable local, state, and federal laws and codes regarding school facility maintenance and upkeep.

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SECTION 2: OPERATION OF SCHOOL

2.1 Purpose

- 2.1.1 The Charter Operator shall provide educational services according to the educational standards established by law and this Agreement; measure student progress toward stated goals; and participate in student assessments required by law, regulation, and BESE policy. The Charter Operator shall manage the charter school in a financially prudent manner and provide BESE and/or the LDE with timely and accurate reporting.

2.2 Governance

- 2.2.1 The Charter Operator and its Board of Directors are responsible for complying with and carrying out the provisions of this Agreement, including compliance with applicable laws and regulations and all reporting requirements. This provision shall not be construed to give rise to personal liability of individual board members in instances where the law would not impose such personal liability.
- 2.2.2 The Board of Directors of the Charter Operator will adopt by-laws for the charter and operate in accordance with such by-laws. The Board of Directors of the Charter Operator shall meet the member composition requirements in Bulletin 126.
- 2.2.3 Each member of the Charter Operator's Board of Directors shall complete and submit to the LDE a Disclosure of Financial Interest and Conflict of Interest Form ("Financial Disclosure") and an Affirmation of Eligibility to Serve ("Board Affirmation"). These documents shall be submitted by each new Charter Operator board member within thirty (30) days of appointment. The Financial Disclosure shall be submitted to the Louisiana Board of Ethics by each board member on or before May 15 of each year after initial submission following appointment.
- 2.2.4 The school's Board of Directors shall establish by-laws consistent with the Louisiana Code of Governmental Ethics, including, but not limited to, the adoption of and adherence to a formal conflict of interest policy that is consistent with applicable law.
- 2.2.5 Meetings of the members and directors of the Charter Operator and any committee or subcommittee thereof shall be conducted in accordance with the Louisiana Open Meetings Law, La. R.S. 42:4.1, et seq.
- 2.2.6 The Charter Operator and its Board of Directors are responsible for the sound fiscal management of the Charter School. This provision shall not be construed to give rise to personal liability of individual board members in instances where the law would not impose such personal liability.
- 2.2.7 The Charter Operator shall be the final authority in matters affecting the Charter School, including, but not limited to, staffing, financial accountability, and curriculum, except as otherwise provided in this contract and as provided by applicable law and by policies promulgated by BESE.
- 2.2.8 Should the Charter Operator propose to enter into a contract with a "management organization," as defined by BESE Bulletin 126, to manage the Charter School, the Charter Operator shall submit a copy of the proposed contract to the LDE for approval by BESE. The Charter Operator also agrees to submit any other information requested

by LDE regarding the management arrangement, including but not limited to, a description of the managing company, with identification of its principals and their backgrounds. The Charter Operator shall not enter into a management contract without BESE approval. Prior to submission to BESE for approval, the management contract must be submitted to the LDE for review of compliance with the requirements listed in BESE Bulletin 126 and the LDE “Management Organization Contract Requirements,” available upon request by the LDE. A copy of any management contract entered into by Charter Operator and approved by BESE shall be incorporated into this Agreement as **Exhibit B**.

2.3 Grade Range; Number of Students

- 2.3.1 The Charter Operator shall provide instruction to students in such grades and numbers in each year of operation under the Agreement as described in the Charter School’s Enrollment Projection Table incorporated into this Agreement as **Exhibit C**.
- 2.3.2 The Charter Operator may make reasonable modifications within the grade levels approved as set forth in the Charter School’s Enrollment Projection Table as to the number of students in any particular grade, and number of students within a class to accommodate staffing exigencies and attrition patterns, but may not without written permission eliminate a grade that the Charter School was scheduled to serve or add a grade that the Charter School was not scheduled to serve.

2.4 Student Recruitment and Enrollment

- 2.4.1 The School Enrollment Policies and Procedures attached as **Exhibit D** must be used as guidance in the creation and modification of the School Recruitment and Enrollment Plan. Enrollment in the school shall be conducted pursuant to the School Recruitment and Enrollment Plan, which was developed by the Charter Operator and which must be in compliance with the School Enrollment Policies and Procedures and applicable state law. In all cases, student recruitment and enrollment decisions shall be made in a nondiscriminatory manner and without regard to race, color, creed, national origin, sex, marital status, religion, ancestry, disability, or need for special education services.
- 2.4.2 The Charter Operator shall enroll the required amount of at-risk students determined by policy set forth in Bulletin 126. The Charter Operator shall enroll the percentage of at-risk students as set forth in policy and communicated annually to the Charter Operator.

2.5 Attendance

- 2.5.1 Attendance of students at the Charter School shall be in compliance with Louisiana’s Compulsory Attendance Laws.

2.6 Student Handbook

- 2.6.1 The Charter Operator shall implement a Student Handbook, developed by the Charter Operator, and shall disseminate the Student Handbook to students and parents each school year. The Charter Operator’s Student Handbook shall include, but not be limited to the Charter School’s Student Code of Conduct, Complaint Policy, and Discipline Management Plan, each of which must be in compliance with applicable federal and state laws, BESE policy, and LDE requirements. The Charter School’s

Student Handbook shall be submitted to the LDE in accordance with timelines and procedures established by the LDE. The Charter School may be evaluated, as outlined in Bulletin 126, based on compliance with the provisions of the Charter School's Student Handbook, to the extent that such provisions do not violate federal or state law or BESE policy.

2.7 Student Code of Conduct and Discipline Management Plan

2.7.1 The Charter Operator shall maintain and implement written rules and procedures for student discipline, including clear guidelines for suspension and expulsion, and which may be reviewed by the LDE. Such rules and procedures must be consistent with all applicable state and federal law. Those provisions regarding suspension and expulsion must meet all requirements for due process, provision of alternative instruction, and federal laws and regulations governing the placement of students with disabilities. Any material modifications of the disciplinary code shall be approved by the board of the Charter Operator prior to such modifications becoming effective.

2.7.2 The Charter Operator shall provide and/or pay for alternative education services for any student expelled from its school for disciplinary offenses in accordance with state law and BESE policy.

2.8 Complaint Policy

2.8.1 The Charter Operator shall implement and maintain a complaint policy to receive and handle complaints brought against the Charter School and/or the Charter Operator. The Complaint Policy shall be included in the Charter School's Student Handbook. The complaints process implemented by the Charter Operator shall be consistent with applicable law and due process. A copy of the Charter Operator's complaint policy shall be distributed to the parents and/or guardians of students enrolled in the School, and made readily available to all others requesting a copy. In addition, the Charter School shall participate in, and comply with the requirements of any unified complaint process administered by the LDE.

2.9 Pupil Progression Plan

2.9.1 The Charter Operator shall implement and adhere to a Pupil Progression Plan ("Pupil Progression Plan") developed in accordance with state laws and BESE policy. The Charter Operator may adopt the Pupil Progression Plan of the Parish School Board in the District in which it is located or it may adopt a School-Specific Pupil Progression Plan, which must be in compliance with applicable law and state regulation. The Charter Operator shall annually submit its Student Progression Plan as required by the LDE.

2.9.2 The school's Pupil Progression Plan will include provisions to ensure that the needs of at-risk students are being met.

2.10 Student Welfare and Safety

2.10.1 The Charter School shall comply with all applicable federal and state laws, concerning student welfare, safety and health, including but not limited to, state laws regarding the reporting of child abuse, accident prevention and disaster response, fire safety, and any state regulations governing the operation of school facilities.

2.11 Nonsectarian Status

2.11.1 The Charter School shall be nonsectarian in its programs, admission policies, employment practices, and all other operations.

2.12 Evaluation

2.12.1 The Charter Operator's performance shall be evaluated in conformity with the standards set forth in BESE Bulletin 126, and which is hereby incorporated into, and made a part of, the charter school contract by reference. For purposes of contract extension, renewal, and revocation decisions, and other evaluations of the Charter School's performance, BESE will rely primarily on the performance standards set forth in BESE Bulletin 126. The Charter Operator acknowledges that the performance standards set forth in BESE Bulletin 126 are subject to change throughout the term of the Agreement, and agrees to be evaluated by standards in BESE Bulletin 126 at the time of the evaluation.

2.12.2 If Charter Operator operates an alternative school, the alternative school shall be evaluated pursuant to BESE-approved evaluation standards for alternative schools.

2.13 Curriculum

2.13.1 Subject to the conditions of this Agreement, the Charter Operator shall have the authority and responsibility for refining the design and implementation of its educational program, subject to the conditions of this Agreement, in a manner that is consistent with state law, including but not limited to requirements regarding content standards.

2.14 Student Records

2.14.1 The Charter Operator shall comply with any and all record-keeping requirements of BESE and state law and regulation and shall provide, upon request by the LDE, any reports or student records, including, but not limited to, immunization records, class schedules, records of academic performance, disciplinary actions, attendance, standardized test results, and documentation required under federal and state law regarding the education of students with disabilities.

2.14.2 The Charter Operator shall comply with the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C.A §1232g and La. R.S. 17:3914.

2.14.3 If this Charter Agreement is terminated, the Charter is revoked or surrendered, or the school otherwise ceases to operate, all student records shall be immediately secured and transferred to the LDE unless prior arrangements have been made between the Charter Operator and the LDE. The Charter Operator shall supply in a timely manner all reports, test results, and other information that are required under this Agreement, state law, and BESE policy and regulations in accordance with timelines and processes established by the LDE.

2.14.4 The Charter Operator shall provide for the transfer of the education records, including special education records, of any student who was enrolled at the school upon the written request of any authorized person on behalf of an educational facility within or outside of the state of Louisiana, where the student has become enrolled or is seeking

enrollment.

2.14.4.1 The transfer of such records, whether by mail or otherwise, shall occur not later than ten (10) business days from the date of receipt of the written request.

2.14.4.2 If a student has been expelled, the transferred records shall include the dates of the expulsion and the reasons for which the student was expelled.

2.14.5 The Charter Operator shall maintain records of all students transferring into the charter school and withdrawing from the Charter School as required by the LDE.

2.15 Reporting

2.15.1 The Charter Operator shall supply in a timely manner all reports, data, test results and other information required under this Agreement, state and federal law or BESE policy and regulations, or requested by the LDE, in accordance with timelines and processes established by BESE or the LDE.

2.15.2 The Charter Operator agrees to submit all reports and other information in the manner prescribed by BESE or the LDE, which may include the use of a document-storage and management system and an oversight and compliance management system.

2.16 Assessment of Student Performance and Procedures for Corrective Action

2.16.1 The Charter Operator shall implement the plan for assessment of student performance, administration of state-wide assessments, and procedures for corrective action as required by state law, BESE policy, and the LDE. The Charter Operator shall perform all student testing required by state and federal law and BESE policy and regulations.

2.17 Education of Students with Exceptionalities

2.17.1 The Charter Operator will comply with the applicable requirements of federal and state law and BESE policy concerning the education of children with exceptionalities, including the requirements of the Individuals with Disabilities Act, 20 U.S.C. §1401 et seq., and related provisions of the School Enrollment Policies and Procedures (**Exhibit D**). Pursuant to La. R.S. 17:3996(C) the Charter Operator serves as the local educational agency (“LEA”) for the purposes of any special education funding or statutory definitions.

2.18 Volunteer Requirements

2.18.1 Any requirement that parents commit a number of volunteer hours shall be subject to a waiver process that considers individual family circumstances. The Charter Operator shall not condition the enrollment of any student on the commitment of the student’s parents to provide any number of volunteer hours or on otherwise donating volunteer hours to the Charter School.

2.19 Parental Involvement Plan

2.19.1 The Charter Operator shall implement a plan to encourage and increase parental involvement.

2.20 Oversight Authority

Charter Renewal Contract of Lycee Francais de la Nouvelle Orleans, operated by Lycee Francais de la Nouvelle Orleans, Inc. Page 10 of 27

2.20.1 BESE and the LDE shall have broad oversight over the Charter School pursuant to La. R.S. 17:3981. Such oversight authority shall include the right of BESE or the LDE to require the Charter Operator to undertake and complete corrective action in the event that there is a reasonable basis to believe that the Charter Operator may have violated any federal or state laws, BESE policy, or any of the terms or conditions of this Charter Agreement. All records established and maintained in accordance with the provisions of this Agreement, BESE policies and/or regulations, and federal and state law shall be opened to inspection by BESE or the LDE.

2.21 Site Visits

2.21.1 The Charter Operator shall allow representatives from BESE, the LDE, the Louisiana Legislative Auditor, law enforcement officials, contracted evaluators, or any other federal, state or local regulatory agency to visit the school site at any time to inspect operations and performance and to ensure compliance with all applicable laws and regulations, the terms of this Agreement, and the terms of state and federal grants. During such site visits, the Charter Operator shall allow the visiting officials full and immediate access to its financial and educational records, reports, files, and documents of any kind.

2.22 Production of Documents and Data

2.22.1 Representatives of the Charter Operator or the administrator of the Charter School shall produce all documentation and information requested by BESE, the LDE, the Louisiana Legislative Auditor, law enforcement officials, contracted evaluators, or any other federal, state, or local regulatory agency within three (3) business days of a request, if not prohibited by FERPA or R.S. 17:1394. The production of documents requested pursuant to this provision shall be distinguished from requests for documents made during site visits.

2.22.2 Representatives of the Charter Operator or the administrator of the charter school shall provide data to the RSD as needed for operation of support programs including, but not limited to, the coordinated enrollment, truancy intervention, and coordinated expulsion systems.

2.23 Attendance Required of Charter Operator and/or its Employees

2.23.1 Members and employees of the Charter Operator shall attend all training sessions required by BESE or the LDE.

2.23.2 The Charter Operator, or a representative of the Charter Operator, shall attend all meetings in which BESE or the LDE requests its presence. These meetings shall include, but are not limited to, meetings with BESE or LDE staff, BESE committee meetings, and Board meetings.

2.24 Health Services and Protections

2.24.1 The Charter Operator shall provide appropriate health services and safety protections consistent with applicable federal and state law and BESE policy.

2.25 Transportation Services and Food Services

2.25.1 The Charter Operator shall provide transportation to all students enrolled and residing
Charter Renewal Contract of Lycee Francais de la Nouvelle Orleans, operated by Lycee Francais
de la Nouvelle Orleans, Inc. Page 11 of 27

within the geographic boundaries of the local school district and more than one mile from the Charter School according to the timelines and requirements provided for in Bulletin 126. The Charter Operator shall also provide transportation services to any student requiring transportation as part of his or her Individualized Education Program (IEP). Charter operators shall submit school transportation plans to the LDE to ensure compliance according to timelines established by the LDE.

- 2.25.2 The Charter Operator shall provide food services to students, taking into consideration the nutritional needs of the students.

2.26 Non-Discrimination

- 2.26.1 The Charter Operator agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972; Federal Executive Order 11246; the Federal Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; and the Americans with Disabilities Act of 1990.
- 2.26.2 The Charter Operator agrees not to discriminate in its employment practices and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.
- 2.26.3 Any act of discrimination committed by the Charter Operator or its agents, or failure to comply with these statutory obligations, when applicable, shall be grounds for termination of this contract.

2.27 Notification Requirements

- 2.27.1 The Charter Operator shall notify BESE and the LDE in a timely manner of any conditions that may cause the school to vary from the terms of its approved charter or from state law, federal law, or BESE requirements.
- 2.27.2 The Charter Operator shall notify BESE and the LDE in a timely manner of any circumstances requiring the temporary or permanent closure of the Charter School as required by BESE Bulletin 126, including, but not limited to, a natural disaster, such as a hurricane, tornado, storm, flood or other weather related event, other extraordinary emergency, or destruction of or damage to the school facility.
- 2.27.3 The Charter Operator shall notify the LDE in a timely manner of the arrest of any members of the Charter's Board of Directors, employees, contractors, subcontractors, or any person directly or indirectly employed by the Charter Operator for a crime listed in La. R.S. 15:587.1(C) or any crime related to the misappropriation of funds or theft.
- 2.27.4 The Charter Operator shall notify BESE and the LDE of its default on any obligation, which shall include debts for which payments are past due by sixty (60) days or more.
- 2.27.5 The Charter Operator shall remain in good standing with the Office of the Louisiana Secretary of State and shall immediately notify LDE and BESE of any change in its standing.

- 2.27.6 The Charter Operator shall notify BESE and the LDE if its enrollment decreases by ten percent or more compared to the most recent student count submitted to the Department of Education and/or BESE, as required by Bulletin 126 § 3101(F).
- 2.27.7 If the Charter Operator has contracted with a management organization and such contract is terminated or not renewed, the Charter Operator shall provide written notification to the Department of Education within two (2) business days stating the reasons for the termination of the relationship.
- 2.27.8 Failure of the board to notify LDE about loss of the management organization within two (2) business days may result in BESE rendering the charter operator or a majority of its board members ineligible to operate a charter school for up to five (5) years.
- 2.27.9 The Charter Operator shall notify LDE within two (2) business days of any official board action which results in the appointment of a new president of the Charter School's governing board.
- 2.28 Compliance with Applicable Law
- 2.28.1 The Charter Operator shall comply with all federal and state laws and regulations applicable to charter schools and all requirements imposed by BESE policy and regulation.

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SECTION 3: SCHOOL FINANCIAL MATTERS

3.1 Funding

- 3.1.1 Prior to the beginning of each new fiscal year, the Charter Operator shall report follow procedures required by LDE Finance to determine enrollment projections for the upcoming school year.
- 3.1.2 The Louisiana Department of Education will calculate state funding pursuant to La. R.S. 17:3995 and federal funding pursuant to formulas developed by the LDE Division of Education Finance. All such calculations shall be consistent with the Charter School Fiscal Oversight Policy promulgated by BESE (“Fiscal Oversight Policy”), attached hereto as **Exhibit E**. The Charter Operator shall remain subject to any amendments to the Fiscal Oversight Policy subsequent to the execution of this Charter Contract.
- 3.1.3 The Charter Operator shall be a local education agency for the purpose of applying for state and federal funds and shall be responsible for submitting its own application for federal funds. .
- 3.1.4 Monthly Minimum Foundation Program (“MFP”) allocations will be transferred to the Charter Operator not later than the 25th of each month, and the first Minimum Foundation Program allocation shall occur in July 2015. The Charter School will report student, staff and financial information in the manner prescribed by BESE and the LDE and allocations may be adjusted during the year, as necessary, to reflect the actual student count, staff count and prior year local revenues.
- 3.1.5 The Louisiana Department of Education is permitted to withhold a percentage of each Charter School’s MFP funds for administrative overhead costs incurred by the chartering authority for considering the charter application and any amendment thereto, providing monitoring and oversight of the school, collecting and analyzing data of the school, and for reporting on school performance.
- 3.1.6 The Charter Operator acknowledges that each year initial funding will be based on the projected student enrollment and projected dollar per student. The amount of funding will be adjusted throughout the school year to reflect actual student counts, the results of any audits, and the final dollar per student rate.
- 3.1.7 The implementation and/or continuation of the provisions of this Charter Contract are contingent upon a legislative appropriation or allocation of funds necessary to fulfill the requirements of the Charter Contract. If the legislature fails to appropriate sufficient monies to provide for the implementation and/or continuation of the Charter Contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the implementation and/or continuation of the Charter Contract, the Contract shall terminate on the date of the

beginning of the first fiscal year for which funds are not appropriated.

- 3.1.8 No liability shall accrue to BESE, the LDE, the State of Louisiana or any political subdivision of the state, should the events described in the preceding paragraph occur. Neither the State of Louisiana, nor BESE, nor the LDE, shall be obligated or liable for any future payments or for any damages as a result of termination under the previous paragraph.
- 3.1.9 Notwithstanding the foregoing, the Charter Operator acknowledges that BESE may, at its discretion, withhold funds to charter schools that do not submit requested data to Board staff, the Louisiana Department of Education, and contracted evaluators by designated deadlines, provided that such deadlines shall have been provided to the Charter Operator in writing, via a policy or by any other means, in advance of any such withholding of funds.

3.2 Financial Accounting and Reporting

- 3.2.1 The Charter Operator shall be responsible for the Charter School's operation, including the preparation of a budget. The Charter Operator shall comply with the provisions of La. R.S. 39:1301 through 1315 (Local Government Budget Act) and shall submit a budget directly to the State Superintendent of Education ("Superintendent") in a manner and at the times prescribed in the Fiscal Oversight Policy promulgated by BESE, attached hereto as **Exhibit E**.
- 3.2.2 The Charter Operator shall comply with all rules, guidelines, and regulations adopted by BESE and/or the LDE prescribing forms and practices for budgeting, accounting, and financial reporting including, but not limited to, those prescribed in the Fiscal Oversight Policy promulgated by BESE, and attached hereto as **Exhibit E**.
- 3.2.3 The Charter Operator agrees to submit any amended budgets or other requested financial documents according to the guidelines developed by the Division of Education Finance and BESE regulation.
- 3.2.4 The Charter Operator shall conduct an annual independent audit and submit it to the Louisiana Legislative Auditor, with copy to BESE and the Louisiana Department of Education, Division of Education Finance, said audit to be conducted by a certified public accountant in accordance with La. R.S. 24:513 et seq., and La. R.S.17:3996(F), the cost of which shall be borne by the Charter Operator.
- 3.2.5 The Charter Operator shall maintain records in a manner that reflects compliance with this Charter Contract and generally accepted accounting principles. The Charter Operator is subject to appropriate financial audits in accordance with La. R.S. 24:513 et. seq. and La. R.S. 17:3996(F).

3.3 Qualified and Competent Business Professional

- 3.3.1 The Charter Operator shall retain for the duration of this Charter a Qualified and Competent Business Professional who meets or exceeds the minimum requirements and qualification specified by BESE policy in Bulletin 1929, the *Louisiana Accounting and Uniform Governmental Handbook*, to produce all financial and accounting information and reporting required by this Charter Contract, state law, and BESE policy and regulation, except the required annual audit, which must be

performed by an independent auditor. The Qualified and Competent Business Professional shall affix his or her signature to every document he or she prepares, thereby validating its authenticity as his or her work product and thereby affirming that the information contained therein is true and accurate. All documents and reports submitted pursuant to this Paragraph shall contain the signature of the Qualified and Competent Business Professional, thereby affirming that the information contained therein is true and accurate.

3.3.2 The Charter Operator shall ensure that a Qualified and Competent Business Professional validates all student count reports submitted by the Charter Operator to the Department of Education and BESE.

3.3.3 The Charter Operator shall ensure that a Qualified and Competent Business Professional is responsible for validating all inventory reports submitted to BESE or the LDE by the Charter Operator.

3.4 Tuition and Fees

3.4.1 The Charter Operator shall not charge any student tuition, an attendance fee, or a fine of any kind. Any other fee shall be subject to a waiver process that considers individual family circumstances. The Charter Operator shall not condition the enrollment, registration, earning of credit, or receipt of grades of any student on the payment or nonpayment of fees.

3.5 Financial and Operational Records

3.5.1 All records of the Charter School are subject to inspection and production as set forth in this Agreement and as required by the Louisiana Public Records Act. If this Agreement is terminated, the Charter is revoked or surrendered, or the school otherwise ceases to operate, the possession of all records of the school shall be immediately transferred to the LDE.

3.6 Assets

3.6.1 Any assets acquired by the Charter Operator are the property of the Charter School for the duration of this Agreement and any renewal of the Agreement. If this Agreement is terminated, the charter is revoked or surrendered or the school otherwise ceases to operate, all assets purchased with any public funds shall automatically revert to full ownership by BESE and shall be disposed of according to the BESE-approved School Closure and Transfer Process.

3.6.2 If the Charter School fails to open and serve students or closes for any reason, including the revocation of its Charter, the Charter Operator shall immediately refund all equipment and cash on hand attributable to state funding to the state; shall not pay any debts with such funds, whether incurred before or after the failure to open and serve students or the closure of the charter school; and shall make no other disposition whatsoever of such funds or equipment.

3.6.3 In the event of a voluntary surrender of the Charter, the Charter Operator shall comply with the BESE-approved School Closure and Transfer Process regarding the disposal of property and funds.

- 3.6.4 If the charter school fails to open and serve students or closes for any reason, the Charter Operator shall immediately refund all equipment and cash on hand attributable to federal funding to the appropriate division within the U.S. Department of Education or the Louisiana Department of Education, or to any other federal funding source, except as specifically permitted by BESE pursuant to a written agreement separate from this Charter School Contract and its Exhibits.
- 3.6.5 The Charter Operator shall maintain records of any assets acquired with any private funds that remain the property of the Charter Operator. If the Charter Operator's accounting records fail to clearly establish whether a particular asset was purchased with public funds or private funds, ownership of the asset will revert to BESE.
- 3.6.6 The Charter Operator shall maintain a complete and current inventory of all school property and shall audit the school property inventory annually.
- 3.6.7 The Charter Operator shall be responsible for adequately safeguarding all assets purchased with any public funds and shall produce evidence of such upon request by BESE, the LDE, or its designee.
- 3.6.8 If the Charter Operator operates a charter school that results from the conversion of a pre-existing traditional public school, the Charter Operator shall manage any school fund maintained by the pre-existing school pursuant to La. R.S. 17:414.3 and any amounts therein prior to the Charter School's conversion to a Type 2 charter school in accordance with the provisions of La. R.S. 17:414.3 and any policy adopted pursuant thereto.

3.7 Insurance

- 3.7.1 The Charter Operator shall provide a description of the insurance coverage the school will obtain according to application requirements outlined in Bulletin 126.
- 3.7.2 The Charter Operator shall obtain property insurance for buildings being used by the Charter Operator to fulfill the purposes of this contract and any contents purchased by the Charter Operator with state or federal funds. The property insurance obtained by the Charter Operator shall provide BESE or the State of Louisiana with the ability to file a claim for any loss of property purchased with state or federal funds.
- 3.7.3 As evidence of compliance with the insurance required by this Charter Contract, the Charter Operator shall annually retain current certificates of insurance signed by an authorized representative of the insurer(s) for inspection by LDE upon request. The certificates shall evidence that policies providing the required coverage, conditions and limits are in full force and effect.

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SECTION 4: PERSONNEL

4.1 Employment Matters

4.1.1 The Charter Operator shall employ and contract with necessary personnel. It shall implement a personnel policy that addresses such issues as hiring of personnel, terms of employment, and compensation consistent with that contained in the Charter Application. The parties agree that teachers and other staff employed by the Charter Operator are not employees of BESE or the LDE. The Charter Operator shall complete and submit to the LDE the Collective Bargaining Option Form, incorporated herein as **Exhibit F**.

4.2 Instructional Providers and Administrators

4.2.1 The Charter Operator shall employ or otherwise utilize in instructional positions only those individuals who are credentialed in accordance with applicable federal and state law, rules and regulations.

4.2.2 The Charter Operator shall evaluate all administrators and instructional providers as required by applicable state law and BESE policy

4.3 Paraprofessionals

4.3.1 Paraprofessionals employed by the Charter School shall meet all qualification requirements imposed by applicable federal and state law, rules, and regulations.

4.4 Criminal History Review

4.4.1 The Charter Operator shall conduct a criminal history review through the Louisiana Department of Public Safety and Corrections, Office of State Police, Bureau of Criminal Identification for each individual the Charter Operator intends to hire. The criminal history review shall include a fingerprint check and simultaneous FBI check. All costs associated with the criminal history review shall be the responsibility of the entity granted the charter, although the Charter Operator may assign the responsibility to those persons undergoing the criminal history review.

4.4.2 The charter school shall not hire a person who has been convicted of or has pleaded *nolo contendere* to a crime listed in La. R.S. 15:587.1(C) as a teacher, substitute teacher, bus driver, substitute bus driver, janitor, school security personnel, cafeteria personnel, or a school employee who might reasonably be expected to be placed in a position of supervisory or disciplinary authority over school children unless approved in writing by a district judge and the district attorney of the parish.

4.4.3 No person employed or otherwise associated with the Charter School, including any contact person listed on the charter school application or any member of the management board, who has been convicted of or has pleaded *nolo contendere* to a crime related to misappropriation of funds or theft, shall be engaged in direct processing of charter school funds.

4.4.4 The Charter Operator shall adhere to all policies/procedures adopted by BESE concerning criminal history review for public school employees, as well as other

persons associated with the charter school who are engaged in direct processing of charter school funds.

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SECTION 5: CONTRACT TERM, RENEWAL & REVOCATION

5.1 Renewal Term

5.1.1 This Charter School Contract shall be effective upon complete execution for a renewal term of 7 (ie seven) years and will terminate on June 30, 2023.

5.2 Renewal

5.2.1 Prior to the expiration of the current Charter Contract, the Charter Contract may be renewed at the discretion of BESE pursuant to applicable provisions of Title 17, Chapter 42, of the Louisiana Revised Statutes and BESE policy in Bulletin 126.

5.3 Revocation

5.3.1 As provided by law, BESE may terminate, or revoke this Agreement at any time upon a determination and affirmative vote by a majority of BESE that the Charter Operator, its board members, officers, or employees did any of the following:

5.3.1.1 Committed a material violation of any of the conditions, standards, or procedures provided for in this Agreement or in BESE policy;

5.3.1.2 Failed to meet or pursue within the agreed timelines any of the academic or other educational results specified in this Agreement or in BESE policy;

5.3.1.3 Failed to meet generally accepted accounting standards of fiscal management; or

5.3.1.4 Violated any provision of law or policy applicable to a charter school, its officers, or employees.

5.3.1.5 This Agreement shall be revoked in compliance with the procedures outlined for revocation proceedings in Bulletin 126.

5.3.2 This Charter Contract may be terminated immediately and the Charter revoked if BESE determines that the health, safety, or welfare of the students is threatened. BESE must provide written notice of termination, which shall include its findings and basis for termination. The termination and revocation shall be effective upon receipt of the Notice of Termination by the Charter Operator.

5.4 Closure

5.4.1 In the event that the Charter School should cease operations for any reason, including termination of this Agreement, surrender, revocation, or non-renewal of the Charter, or dissolution of the non-profit corporation, the Board of Directors of the Charter School shall have direct responsibility for carrying out the dissolution of the school and disposition of assets in accordance with applicable law. The LDE and BESE shall have authority to supervise, oversee, or direct the dissolution of the charter school and

the disposition of assets of the charter school.

- 5.4.2 If the Charter School permanently closes and ceases its operations, the Charter School shall comply with La.R.S. 17:3991.
- 5.4.3 Upon the Charter Operator's receipt of written notice of termination, and throughout the period of Charter School operation between the notice of termination and school closure, if any, the Charter Operator shall (i) comply with applicable provisions of law and perform all obligations necessary thereto, (ii) designate a representative of the Charter Operator who shall retain responsibility for the security of and access to all Charter School records, including student records, (iii) provide the means and capability to access Charter School records, including student records, to the LDE, as designated in writing, and (iv) fully cooperate with the LDE, who shall have unrestricted and equal access to Charter School records, including student records during the period prior to the closure of the Charter School. Upon termination and closure, Charter Operator shall secure all Charter School records, including student records, in the possession of the Charter School and shall grant to the LDE access to records requested by the LDE. The LDE may take possession of such records, and upon taking possession of such records shall thereafter fulfill any and all statutory and contractual duties concerning the Charter School records, including the student records which are within the LDE's possession; provided that in performing the Charter Operator's legal or contractual duties, the Charter Operator shall comply with applicable law. The Charter Operator shall take all reasonable steps necessary to collect and assemble in an orderly manner the educational records of each student who is or has been enrolled in the school so that those records may be transmitted to the LDE.

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SECTION 6. OPERATION OF THE CONTRACT

6.1 Entire Agreement

- 6.1.1 The Charter Operator and BESE intend this Agreement, including all of the Exhibits, to represent a final and complete expression of their contract, which shall be considered the school's Charter; except that the parties recognize that amendments to this Agreement may be approved from time to time hereafter. All prior representations, understandings, and discussions are merged herein, and no course of prior dealings between the parties shall supplement or explain any terms used in this document.

6.2 Notice

- 6.2.1 Any notice required or permitted under this Agreement shall be in writing and shall be effective immediately upon personal delivery (subject to verification of service or acknowledgment of receipt) or three (3) days after mailing when sent by certified mail, postage prepaid, to the following:

In the case of the Charter Operator:

The address(es) specified in **Exhibit A**.

In the case of the Board of Elementary and Secondary Education:

Executive Director
Board of Elementary and Secondary Education
P.O. Box 94064
Baton Rouge, LA 70804

Office of Portfolio
1615 Poydras Street, Suite 400
New Orleans, LA 70112

6.3 Indemnification and Disclaimer of Liability

- 6.3.1 The parties acknowledge that the Charter Operator is not acting as the agent of, or under the direction and control of BESE, except as required by law or this Agreement and that neither BESE nor the LDE assume liability for any loss or injury resulting from the acts or omissions of the Charter School, its directors, trustees, agents, or employees.
- 6.3.2 The Charter Operator acknowledges that it is without authority to extend the faith and credit of BESE to any third party. The Charter Operator shall clearly communicate to vendors and other entities and individuals outside BESE that the obligations of the Charter Operator under agreement or contract are solely the responsibility of the Charter Operator and are not the responsibility of BESE or the LDE.

- 6.3.3 The Charter Operator shall defend, indemnify, and hold harmless the State of Louisiana, BESE, the Recovery School District, the Louisiana Department of Education, and the officers, directors, officials, agents and employees of each of these entities from any and all claims, demands, suits, actions, proceedings, loss, cost, and damages of every kind and description, including but not limited to, attorneys' fees and/or litigation expenses which may be brought or made against or incurred by the State, BESE, the Recovery School District or the Department of Education on account of any action of the Charter Operator, its employees, agents or assigns. The provisions or limits of insurance required under this contract shall not limit the liability of the Charter Operator.
- 6.3.4 This Agreement is not an employment contract. No officer, employee, agent, or subcontractor of the Charter Operator or the School is an officer, employee, or agent of BESE, the Recovery School District, the Department of Education, or the State of Louisiana.
- 6.3.5 The parties acknowledge that neither BESE, nor the Department of Education, nor the State of Louisiana are liable for the debts or financial obligations of the Charter Operator or the Charter School.
- 6.3.6 The parties acknowledge that BESE and its members individually are immune from civil liability for any damages arising with respect to all activities related to the operation of any type of charter school they may authorize as a chartering authority, including the Charter School.

6.4 Waiver

- 6.4.1 The parties agree that either party's failure to insist on strict performance of any term or condition of this Agreement shall not constitute a waiver of that term or condition, even if the party accepting or acquiescing in the nonconforming performance knows of the nature of the performance and fails to object to it.

6.5 Assignment

- 6.5.1 No right or interest in this Agreement shall be assigned by anyone on behalf of the Charter Operator without prior written approval of BESE, and delegation of any contractual duty of the Charter Operator shall not be made without prior written approval of BESE, which approval may be given or withheld at the sole discretion of BESE. A violation of this provision shall be grounds for immediate termination of this Agreement and revocation of the Charter.

6.6 Applicable Law

- 6.6.1 This Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana and all applicable federal laws of the United States.
- 6.6.2 The Charter Operator shall comply with all federal and state laws and regulations applicable to Type 2 charter schools, and all requirements imposed by BESE policy and regulation. The Charter Operator shall conform, in all respects, with the educational standards contained in this Agreement and in BESE policy.
- 6.6.3 The parties intend that they be bound by, and that this Agreement be subject to, any

and all future amendments or additions to the statutes, regulations, policies and procedures applicable to charter schools. The Charter Operator and BESE hereby agree to comply with any such change as if it were specifically set forth herein. Any such change shall supersede any provision within this Agreement that conflicts with it.

6.7 Severability

6.7.1 The provisions of this Agreement are severable. Any term or condition deemed illegal or invalid shall not affect any other term or condition, and the remainder of the Agreement shall remain in effect unless otherwise terminated by one or both of the parties.

6.8 No Third Party Beneficiary

6.8.1 The enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to BESE and the Charter Operator. Nothing contained in this Agreement shall give or allow any claim or right of action whatsoever by any other or third person. It is the express intent of the parties to this Agreement that any person receiving services or benefits hereunder shall be deemed an incidental beneficiary only.

6.9 Counterparts; Signature by Facsimile

6.9.1 This Agreement may be signed in counterparts, which shall together constitute the original Contract. Electronic signatures and signatures received by facsimile by either of the parties shall have the same effect as original signatures.

6.10 Material Amendment

6.10.1 Any material amendment to this Agreement will be effective only with approval of both BESE, or its designee, and the Charter School's Board of Directors. A Material Amendment shall not become effective and the Charter Operator shall not take action or implement the changes requested in the amendment until the amendment is approved by BESE or its designee.

6.10.2 The Charter Operator will submit any proposed Material Amendment in accordance with guidance promulgated by BESE.

6.10.3 Changes to the Agreement that constitute Material Amendments shall be identified in BESE Bulletin 126.

6.11 Non-Material Amendment

6.11.1 A Non-Material Amendment of this Agreement may be made effective by the Charter Operator through written Notification to BESE and the LDE.

6.11.2 The Charter Operator will notify the LDE and BESE of any proposed Non-Material Amendment in accordance with guidance to be promulgated by BESE.

6.11.3 A Non-Material Amendment by the Charter Operator will be effective five (5) business days following receipt of Notification, unless BESE or the LDE notifies the Charter Operator that it objects to the proposed Amendment.

6.11.4 A non-material amendment by BESE due to a change in BESE policy or LDE Charter Renewal Contract of Lycee Francais de la Nouvelle Orleans, operated by Lycee Francais de la Nouvelle Orleans, Inc. Page 24 of 27

regulations or policies or any amendments thereto will be effective immediately unless a different effective date is stated therein.

6.11.5 Non-Material Amendments to the Agreement shall be identified in BESE Bulletin 126.

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IN WITNESS WHEREOF, the parties have executed this Contract as of the date first above written.

LOUISIANA STATE BOARD OF ELEMENTARY AND SECONDARY EDUCATION:

By: _____ DATE _____
BESE PRESIDENT

CHARTER OPERATOR:

By: *Alyson Mills* DATE 6/17/16
CHAIR/PRESIDENT

TABLE OF EXHIBITS

Exhibit A:	Location
Exhibit B:	Management Organization Contract (if applicable)
Exhibit C:	Enrollment Projection Table
Exhibit D:	School Enrollment Policies and Procedures
Exhibit E:	Fiscal Oversight Policy
Exhibit F:	Collective Bargaining Option Form
Exhibit G:	Teachers' Retirement System of Louisiana Option Form

CHARTER SCHOOL CONTRACT: EXHIBIT A

Location

Name of Charter School: Lycée Français de la Nouvelle-Orléans

The Charter Operator shall provide educational services, including the delivery of instruction, at the location(s) specified below:

5951 Patton Street
New Orleans, LA 70115
Serving Pre-K4 through 3rd grade

1333 S. Carrollton Avenue
New Orleans, LA 70118
Serving 4th through 6th grade

CHARTER SCHOOL CONTRACT: EXHIBIT B

Management Organization Contract (include if applicable)

CHARTER SCHOOL CONTRACT: EXHIBIT C


Grade Level Enrollment Projection Table

Name of Charter School: Lycée Français de la Nouvelle-Orléans

Name of Charter Operator: Lycée Français de la Nouvelle-Orléans, Inc.

“X” indicates the grade levels that will be served by the Charter Operator at the Charter School each year of the Charter Contract.

Grade Level	Year 1 2016-2017	Year 2 2017-2018	Year 3 2018-2019	Year 4 2019-2020	Year 5 2020-2021	Year 6 2021-2022	Year 7 2022-2023
K	X	X	X	X	X	X	X
1	X	X	X	X	X	X	X
2	X	X	X	X	X	X	X
3	X	X	X	X	X	X	X
4	X	X	X	X	X	X	X
5	X	X	X	X	X	X	X
6	X	X	X	X	X	X	X
7	---	X	X	X	X	X	X
8	---	---	X	X	X	X	X
9	---	---	---	X	X	X	X
10	---	---	---	---	X	X	X
11	---	---	---	---	---	X	X
12	---	---	---	---	---	---	X
TOTAL	7	8	9	10	11	12	13



 Signature of Charter Operator's
 Authorized Representative

6/14/16
 Date

CHARTER SCHOOL CONTRACT: EXHIBIT D

TYPE 2 CHARTER SCHOOL STUDENT ENROLLMENT POLICIES AND PROCEDURES

The State Board of Elementary and Secondary Education (BESE) is committed to ensuring that the student enrollment process in the charter schools it authorizes is **fair, transparent** and **accessible** to all students and families interested in attending a charter school.

The following describes the student enrollment process, both in terms of policies and procedures, for BESE charter schools.

ENROLLMENT POLICY

The Board of Directors must adopt a written student enrollment policy. The policy should include:

- Five-year enrollment plan (including expansion plan for additional grades and number of students served);
- A non-discrimination assurance;
- Eligibility and application requirements (including ages/grades at which the school enrolls, or does not enroll, new students);
- Marketing/outreach/recruitment timeline and activities;
- Due dates for application materials;
- Lottery date and process;
- Instructions for accepting admission if chosen in the lottery; and
- Waitlist procedures.

The BESE staff will review the school's approved enrollment policy and any application materials (i.e. written application, recruitment flyer) to ensure consistency with the Louisiana charter school law.

Non-Discrimination Requirement

Charter schools authorized by BESE are public schools and are open to all students eligible for enrollment in a public school. Charter schools may **not** discriminate on the basis of race, color, national origin, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, athletic performance, special need, proficiency in the English language or in a foreign language, or academic achievement in admitting students, nor may charter schools set admissions criteria that are intended to discriminate or that have the effect of discriminating on any of these bases.

Enrollment of Students with Disabilities

It is expected that charter schools will enroll students with disabilities in compliance with all applicable law. BESE will monitor all schools for compliance with the law to ensure equal access for ALL students. In admitting students in compliance with applicable law, it is anticipated that a charter school will enroll a percentage of students that is reflective of the number of students with disabilities being served in public schools in the parish in which the school is located. This is not a quota or a cap on the enrollment of students with disabilities. All students must be admitted in compliance with applicable law.

The percentage of students eligible for special education services who are admitted to the charter school will be reviewed annually based on the percentage of students identified as receiving special education services in schools in the parish in which the charter school is located. In the event that a charter school

CHARTER SCHOOL CONTRACT: EXHIBIT D

does not enroll a percentage of special education students that is reflective of the percentage of special education students in the parish where the charter school is located, LDE may choose to manage recruitment and admissions in subsequent years.

Required Enrollment of At-Risk Students for New Start-Up Type 2 Charter Schools

The percentage of students enrolled in the charter school who are at-risk, as defined in La. R.S. 17:3973, must be equal to the percentage of students who are eligible for free and reduced lunch in the school district(s) from which the charter school draws its students.

Eighty-five percent of the charter school's at-risk students must be eligible for free and reduced lunch. The remaining 15% of the charter school's at-risk students may be at-risk in any of the ways set forth in La. R.S. 17:3973.

For new Type 2 charter schools drawing students from more than one school district, the percentage of students eligible for free and reduced lunch, which is to be used to calculate the required percentage of at-risk students enrolled in the charter school, is to be determined using the average percentage of students eligible for free and reduced lunch in all those districts. If accepting applications from all districts, the percentage of students eligible for free and reduced lunch, which is to be used to calculate the required percentage of at-risk students enrolled in the charter school, is to be determined using the statewide average.

For a new start-up Type 2 charter school located in any parish having a population between 20,500 and 21,000 according to the most recent federal census, the percentage of at-risk students who are eligible for free and reduced lunch shall be, as near as practicable, not more than the percentage of students eligible for free and reduced lunch in the public and state-approved private schools in the parish. At least 50% of the students enrolled in the charter school must, as near as practicable, be eligible for free and reduced lunch.

Required Enrollment of At-Risk Student Requirements for Conversion Type 2 Charter Schools

Unless otherwise provided in the charter contract, a conversion Type 2 charter school must enroll a percentage of at-risk students who are eligible for free and reduced lunch that is at least equal to the percentage of students eligible for free and reduced lunch enrolled in the school during the school year immediately preceding the school's conversion to a Type 2 charter school.

For a conversion Type 2 charter school located in any parish having a population between 20,500 and 21,000 according to the most recent federal census, the percentage of at-risk students who are eligible for free and reduced lunch shall be, as near as practicable, not more than the percentage of students eligible for free and reduced lunch in the public and state-approved private schools in the parish. At least 50% of the students enrolled in the charter school must, as near as practicable, be eligible for free and reduced lunch.

ENROLLMENT PERIOD

To initiate the enrollment period, the charter school should:

CHARTER SCHOOL CONTRACT: EXHIBIT D

- Determine the spaces available in each grade based on the school’s capacity;
- Set a deadline for accepting student applications. Pursuant to the Louisiana Charter School Law, an application period shall not be less than one month nor more than three months;
- Publicize the application deadline in multiple venues with reasonable notice of at least **one month** before the deadline;
- Set a date for the lottery with reasonable public notice given at least one week prior to the lottery; and
- Set a final date for students to accept enrollment and the actual date of enrollment.

Recommended Practice in Recruiting Students

To meet the requirement of “reasonable notice,” a charter school might:

- Send notification to local non-profits advertising the school and its enrollment process;
- Post notices in various locations across the parish(es);
- Hold well-publicized informational meetings for students and families to learn about the school and its enrollment process; and
- Run advertisements in the city’s major commercial and community newspapers.

Application Requirements

As stated above, charter schools may not discriminate in their enrollment practices. At the same time, charter schools have an interest in making sure that prospective students and families understand the mission and focus of the school and that they are interested in being part of that school community. To that end, charter schools may have application requirements, provided those requirements are not designed, intended, or used to discriminate unlawfully. Meetings with parents/guardians, for example, must be designed to inform them about the school rather than to discourage certain types of students from attending the school.

Acceptable Application Requirements

- Charter school **may** require a written enrollment form that includes basic and general information about the prospective student (i.e. name, address, birth date, last grade completed, prior school attended).
- Charter schools **may** require proof of residency in the parish or parishes served by the charter school (such requirement may **not** be made of homeless students).
- Charter schools **may** require students to successfully complete the grade preceding the grade the student plans to enter.
- Charter schools **may** encourage (not require) parents/guardians to attend informational sessions.

Unacceptable Application Requirements

- Charter schools **may not** require a written application that is intended to assess the student’s aptitude (i.e. essay responses, prior test scores, special education and English language learner identification)
- Charter schools **may not** make statements in meetings that are intended to or have the effect of discouraging parents/guardians of students with disabilities, or English language learners, or any other protected group of students from submitting an application to the school.

Eligibility

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In order to be eligible to enroll, a student must live in the parish or parishes that are described as the jurisdiction within which a student shall reside to be eligible to attend the charter school in the school's charter application.

Students Entitled to an Admission Preference in a Type 2 Conversion Charter School

For a Type 2 charter school that is a pre-existing public school converted, pursuant to the process provided by law, students enrolled in the pre-existing school shall be given preference over all other applicants and applications procedure shall be established in a fashion that provides ample opportunity for such students to exercise the right for preferential admission.

Recommended Application Materials

Charter schools should make it as easy as possible for students and families to complete the enrollment application. Toward that end, charter schools should:

- Translate the application in languages spoken by the prospective population to the extent possible.
- Make the application available in multiple locations (i.e. school building, neighboring non-profit organizations, internet/website).

Charter schools are expected to make proactive efforts to reach out to students and families throughout the community in recruiting new students, and to administer their enrollment process in a way that is open, inclusive and fair. Failure to do so may indicate that the school is using its enrollment process to discriminate and may result in sanctions by BESE.

CONDUCTING THE LOTTERY

New Type 2 Charter School

In a new charter school's first year of operation, at the conclusion of the application period, if the applications for students do not exceed the slots available, students applying during the application period shall be admitted. If the total number of eligible applicants exceeds the capacity of a program, class, grade level, or school, admission to the program, class, grade level, or school shall be based on an admissions lottery conducted from among the total number of eligible applicants.

If the percentage of at-risk applicants, as defined herein, does not exceed the required percentage of at-risk students to be enrolled in the charter school, then all those at-risk applicants are to be admitted. If the number of applicants remaining, after enrolling all the at-risk students, exceeds the remaining slots available, then an admissions lottery is to be conducted among all the remaining applicants.

If the percentage of at-risk applicants, as defined herein, exceeds the required percentage of at-risk students to be enrolled in the charter school, then a lottery is to be conducted among the at-risk students until the required percentage of at-risk students has been obtained. Then the remaining at-risk students are to be placed in a lottery with all other applicants, and a lottery is to be conducted among those applicants until all the remaining slots are filled.

Conversion Type 2 Charter School

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For a conversion Type 2 charter school, in the school's first year of operation, at the conclusion of the application period, if the applications for students previously enrolled in the preexisting school do not exceed the slots available, such students shall be given preference over all other applicants, e.g. they must be automatically admitted. If the charter school receives more applications from previously enrolled students than spaces available, the school must conduct a lottery to fill slots.

After all students who previously attended the school have been admitted, the charter school must determine how many at-risk students, as defined herein, are needed to obtain the required percentage of at-risk students to be enrolled at the charter school.

If the percentage of at-risk applicants, as defined herein, does not exceed the required percentage of at-risk students to be enrolled in the charter school, then all those at-risk applicants are to be admitted. If the number of applicants remaining, after enrolling all the at-risk students, exceeds the remaining slots available, then an admissions lottery is to be conducted among all the remaining applicants.

If the percentage of at-risk applicants, as defined herein, exceeds the required percentage of at-risk students to be enrolled in the charter school, then a lottery is to be conducted among the at-risk students until the required percentage of at-risk students has been obtained. Then the remaining at-risk students are to be placed in a lottery with all other applicants, and a lottery is to be conducted among those applicants until all the remaining slots are filled.

New Start-Up Type 2 Charter Schools and Conversion Schools

Following the admission of students entitled to a preference, if there are spaces available and the charter school's applications exceed the spaces available, the school must conduct a lottery to fill slots.

The following requirements apply to both new and conversion Type 2 charter schools:

In the second year of operation and thereafter, all charter schools must modify their enrollment procedures in order to give preference to students previously enrolled in the school and their siblings.

Charter schools must conduct their lotteries in public, with a disinterested party drawing the names. A "disinterested" person is someone who is not affiliated with the school. Every time that an admissions lottery takes place, the process must be fair and all rules applied consistently.

Even after all spaces in the school are filled through a lottery, schools must continue to draw the names of all students who apply and place the names of students not selected for an available space on a waiting list in the order the names were drawn. Charter schools must keep and make public the waiting list and explicitly specify rules for their waiting lists clearly and in writing as part of their enrollment policies.

If the principal enrollment process fails to fill all the available slots, and all names on the waiting list have been given an opportunity to enroll, a charter school may repeat the process of accepting applications for enrollment. This process should be well documented by specified dates and clear to all prospective families and students. As spaces become available during the school year, a school may repeat the application process to fill these openings, provided that all students on a current waiting list have first been selected.

Recommended Practice in Conducting Lottery During the First Year of Operation:

- Separate applications by grade level.

CHARTER SCHOOL CONTRACT: EXHIBIT D

- For each grade level, draw names until all slots have been filled.
- If there are more names for a given grade than slots available, continue to pull names and add such names to the school's waitlist in order as pulled.

It is important to note that in subsequent years (Year 2 and thereafter), all charter schools **must**:

- Provide all previously enrolled students (e.g. students that attended the school during its first year of operation) the right to continue to attend the school, provided that the school serves the grade level in which the student should be enrolled.
- Give lottery preference to siblings of students already enrolled in the charter school.

ENROLLING STUDENTS

Once the lottery is complete, the school should send notification to each student that submitted an application the status of their application. Students that were chosen in the lottery should be given explicit instructions on how they accept admission to the school and pertinent information regarding the start of the school year.

Acceptance Requirements

Just like the application requirement, the admission acceptance requirement may not in any way discriminate against students and families.

Recommended Acceptance Requirements

The charter school should require a parent or guardian to accept admission to the charter school by notifying the school (providing multiple ways and ample time to do so) of his or her intent to attend.

The charter school must notify BESE of the school's anticipated student enrollment by established deadlines. For each student that has accepted enrollment, provide:

- Name
- Address
- Social security number
- Birth date
- Grade
- Previous school attended

A school is only required to hold a slot for a child whose parent has not accepted admission for two weeks. Thus, if an admitted student does not attend school for two consecutive weeks, that slot may be released to given to a student on the waitlist.

In such cases, a charter school is required to:

- Notify the parent/guardian after five days of missing school to discuss their intent to send their child to the school.

CHARTER SCHOOL CONTRACT: EXHIBIT D

- State that in order for the slot to be held, the student must attend school within the next five days.
- If the student does not attend within those five days, the school may release that particular slot and fill it with a child from the waitlist (if no waitlist exists, the school may receive applications for that slot.)

CHARTER SCHOOL CONTRACT: EXHIBIT E

CHARTER SCHOOL FISCAL OVERSIGHT POLICY FOR CHARTER SCHOOLS IN LOUISIANA (Revised May 2013)

1. PROPOSED INITIAL BUDGET

Detailed budget data must be submitted in all Type 2 and Type 5 charter school proposals. The proposal review committee, BESE staff and LDOE review the data. The budget data shall include the following:

- a. Detailed budget for start-up/planning period
- b. Detailed budget for the first year of operation
- c. Detailed budget plan for the next four years of operation
- d. Supporting evidence that the start-up budget plan, first year budget plan, and five year budget plan are sound
- e. Procedures the school will institute to comply with the required performance of fiscal audits
- f. Projections of student enrollments for the first five years of operation

2. FINANCIAL REPORTING

- a. Each charter school shall submit quarterly reports to LDOE listing year-to-date revenues and expenditures through that quarter and budgeted revenues and expenditures for the fiscal year using forms provided by LDOE and on dates specified by LDOE.

Due Date:	Financial Report
July 31	Annual Operating Budget Includes actual data for the prior fiscal year ending June 30 along with budgeted data for the current fiscal year starting July 1.
September 30	Adopted Operating Budget Submission is required if July 31 Annual Operating Budget was not adopted in accordance with the Louisiana Local Government Budget Act.
October 31	First Quarter Financial Report Includes budgeted data for the fiscal year along with the YTD actual data through September 30.
January 31	Second Quarter Financial Report Includes budgeted data for the fiscal year along with the YTD actual data through December 31.
April 30	Third Quarter Financial Report Includes budgeted data for the fiscal year along with the YTD actual data through March 31.

(Quarterly reports will include a statement from the Charter Operator's lead executive and Board President certifying the accuracy of the reports and the adherence to the Operator's Internal Control procedures.)

- b. Each charter school shall submit an Annual Financial Report (AFR) to the Department of Education no later than September 30 each year as required by R.S. 17:25(A)(2) and 17:92. The AFR is a summary of financial activities for the school year just completed and is the instrument for the collection of fiscal data from the local education agencies (LEAs) in electronic form via the Department's LEADS portal. AFR instructions are located on the Department website at the following link:

<https://leads13.doe.louisiana.gov/lug/AFR/AFR.htm>

- c. The Charter Operator shall maintain records in a manner to reflect compliance with Generally Accepted Accounting Principles.

3. STATE FUNDING ALLOCATIONS

a. Type 2 and Type 5 Charters

1. Funding for Type 2 and Type 5 charter schools is provided through the Minimum Foundation Program (MFP) and is based on the prior year's February 1 student count.
 - a. Charter schools in the first year of operation begin the fiscal year with a projected student count based on the approved charter application
2. The LDOE will calculate the per-pupil amounts per R.S. 3995.A.(1).
 - a. The initial per-pupil, provided in July, is based on projected, prior-year revenue and projected student counts. The initial local revenue per-pupil amount is a placeholder until the final calculation in the spring. Final local per-pupil amounts may be more or less than projected per-pupil amounts and allocations will be adjusted accordingly.
 - b. The final per-pupil, provided in the spring, is based on actual prior-year local revenue (as reported in the AFR for each LEA) and actual current-year student counts.
3. The LDOE will provide the charter school with a schedule of the initial allocation including monthly payments on or about July 1. Payments will be made on or about the 25th of each month.
4. Mid-year adjustments to funding are provided based on student membership count dates of October and February
 - a. October 1 of the current fiscal year compared to February 1 of the prior fiscal year
 - i. Charter schools receive adjustments for the base per-pupil amount times the number of students gained or lost
 - b. February 1 of the current fiscal year compared to October 1 of the current fiscal year

- i. Charter schools receive adjustments for one-half of base per-pupil amount times the number of students gained or lost

4. FEDERAL ALLOCATIONS

- a. The charter school is eligible for all federal program funding for which regular public school districts are eligible. The charter school will be notified of this eligibility and the application procedures and timelines by individual program offices within LDOE.
- b. Charter schools must submit copies of invoices or similar documentation to BESE/LDOE to substantiate all reimbursement requests for federal charter school grant funds issued from BESE/LDOE. All requests for reimbursements must be signed by the duly authorized representative of the charter operator.

5. AUDITS OF STATE AND FEDERAL FUNDS

- a. The charter school must agree to follow state audit and reporting requirements established by the Legislative Auditor and R.S. 24:513-556. Charter schools are required to have an annual audit, and they must submit their audits to the Legislative Auditor's Office by six months after their fiscal year end.
- b. The charter school must also submit their annual audit to the Bureau of Internal Audit, Louisiana Department of Education, P. O. Box 94064, Baton Rouge, LA 70804-9064 by six months after their fiscal year end.
- c. In addition, the charter school is subject to audit by BESE, LDOE, Legislative Auditor, and any other appropriate state official.

6. GENERAL FISCAL PROCEDURES

- a. Charter operator shall allow the state officials full access to its financial and educational records, reports, files and documents of any kind.
- b. Charter operator further agrees to timely supply all reports, test results and other information, which are required under its charter, state law and regulations.
- c. Any charter school that receives state and federal money directly from BESE or LDOE, the president or chairman of the non-profit corporation (charter operator) that operates the charter school will be the official contact and duly authorized representative for all notices or inquiries issued by BESE, LDOE, or other state or federal agencies. The board of directors of the non-profit corporation may identify and officially designate by board motion, a member of that board of directors other than the president or chairman who will serve as their duly authorized representative. Copies of all notices or inquiries will also be provided to the school principal.
- d. All transactions or requests submitted by the charter operator to BESE/LDOE must be signed by the duly authorized representative of the charter operator.

7. INTERNAL CONTROLS

- a. Charter operator shall submit its Internal Control policy to the Department of Education for review and approval prior to beginning operations. The Department shall verify that the Internal Control policy for each Charter Operator contains the necessary procedures to ensure funds are safeguarded.
- b. All charter schools will be subject to selective, intermittent reviews of school financial records and internal control procedures. Additionally, the Department will use its risk assessment process to identify specific charter schools for mandatory internal control procedures review.
- c. Quarterly and annual financial reports will include certification that the Charter Operator's Internal Control procedures are being followed.

8. TECHNICAL ASSISTANCE

- a. BESE and LDOE may conduct annual fiscal in-service meetings or workshops. It is the responsibility of the charter operator to send appropriate staff or representatives of the charter school to these in-service meetings.
- b. Charter operator should reference the following publications and implement appropriate procedures based on this guidance:
 - i. *Louisiana Accounting and Uniform Governmental Handbook*, Bulletin 1929. Available at <http://www.louisianabelieves.com/lde/uploads/18078.pdf>
 - ii. *Best Financial Practices for Louisiana Local Government*. Available at <http://www.lla.state.la.us/userfiles/file/oppaga.pdf>
 - iii. *School Activity Accounts Guide*. Available at <http://www.lla.state.la.us/userfiles/file/school.pdf> (scroll down to the School Activity Accounts Guide.)

CHARTER SCHOOL CONTRACT: EXHIBIT F

Collective Bargaining Option

Name of Charter School: Lycée Français de la Nouvelle-Orléans

Select one of the options below:

Option 1

The Charter Operator intends that the provisions of the collective bargaining agreement entered into by the local school district in whose jurisdiction this charter school is located shall apply to the Charter School.

Option 2

The Charter Operator does not intend that the provisions of the collective bargaining agreement entered into by the local school district in whose jurisdiction this charter school is located shall apply to the Charter School.



Signature of Charter Operator's
Authorized Representative

6/14/16
Date

CHARTER SCHOOL CONTRACT: EXHIBIT G

Teachers' Retirement System of Louisiana Option

Name of Charter School: Lycée Français de la Nouvelle-Orléans

TRSL & LSERS Option

Select one of the options below:

Option 1

The Charter Operator intends to participate in the Teachers' Retirement System of Louisiana and the Louisiana School Employees' Retirement System.

Option 2

The Charter Operator intends to participate in the Teachers' Retirement System of Louisiana only.

Option 3

The Charter Operator does not intend to participate in the Teachers' Retirement System of Louisiana and the Louisiana School Employees' Retirement System.

Participation

If Option 1 or 2 are selected, please answer below:

La. R.S. 17:3997(A)(3)(b)(i) allows charter schools to require active TRSL participation only for teachers that were previously employed by a local school board. Please select whether TRSL participation will be open to all teachers or only former local school board employees.

All employees of the Charter Operator

Former local school board employees now employed by the Charter Operator



Signature of Charter Operator's
Authorized Representative

6/14/16

Date



LYCÉE FRANÇAIS

DE LA NOUVELLE-ORLÉANS

ENROLLMENT POLICY

Dated June 17, 2016

Five-year enrollment plan (including expansion plan for additional grades and number of students served)

School Year	Grades served
2016-2017	Pre-K4 to 6th Grade
2017-2018	Pre-K4 to 7th Grade
2018-2019	Pre-K4 to 8th Grade
2019-2020	Pre-K4 to 9th Grade
2020-2021	Pre-K4 to 10th Grade
2021-2022	Pre-K4 to 11th Grade
2022-2023	Pre-K4 to 12th Grade

Non-discrimination assurance

Anti-Discrimination Policy

Lycée Français admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of culture, race, religion, gender, gender identity, sexual orientation, disability, family situation, socio-economic differences, intellectual or athletic ability, status as a handicapped person, or any other basis that would be illegal, in administration of its educational policies and other school-administered programs.

Eligibility and application requirements (including ages/grades at which the school enrolls, or does not enroll, new students)

Lycée Français de la Nouvelle-Orléans participates in the OneApp (www.enrollnola.org) and accepts applications from families across Louisiana. We offer free French immersion education for kindergarten and up, along with tuition-free and tuition-based options for Pre-K4. Applicants to Pre-K4 and kindergarten are not required to have a French language background. A French language proficiency exam is required for applicants to first grade and up.

GENERAL ELIGIBILITY

Applicants must be Louisiana residents. Current tuition-based Pre-K4 students must submit a OneApp to be considered for Kindergarten. First grade and up only: Applicants must pass a French language proficiency exam.

PRIORITY

Tuition-free Pre-K4 (Cecil J. Picard LA4 Early Childhood Program)

Sibling priority applies.

1. Applicants with individualized education plans (IEP)
2. All other applicants who qualify as “at-risk”¹

Tuition-based Pre-K4 (2016-2017 annual tuition: \$4,738.00)

1. Siblings of current students
2. Applicants who qualify as at-risk
3. All other applicants

Kindergarten (Students in LA4 program gain automatic entry to K)

1. Siblings of current students
2. Applicants who qualify as at-risk
3. All other applicants

First grade and higher (French proficiency required)

1. Siblings of current students
2. Applicants who qualify as at-risk
3. All other applicants

To benefit from the “at-risk” priority, supporting documentation must be provided by the OneApp deadline. Applicants to Pre-K4 provide eligibility documentation directly to OneApp. Applicants to Kindergarten and up provide eligibility documentation to Lycée Français.

French language proficiency exam

Applicants to grades first and up must pass a French language proficiency exam. If a child passes the exam, his/her application will be considered eligible in the OneApp lottery. If a child does not pass the exam, his/her application will not be considered for that OneApp round. However, the exam may be taken once every three months, which lines up with OneApp cycles.

¹ WHAT DOES “AT-RISK” MEAN?

The Louisiana Board of Elementary and Secondary Education determines a student to be “At-Risk” if (s)he meets any one of the following criteria:

- i. is eligible to participate in the federal free or reduced lunch program by demonstrating that he meets the income requirements established for participation in the program, not necessarily by participating in the program;
- ii. is under the age of 20 and has been withdrawn from school prior to graduation for not less than one semester;
- iii. is under the age of 20 and has failed to achieve the required score on any portion of the examination required for high school graduation;
- iv. is in the eighth grade or below and is reading two or more grade levels below grade level as determined by one or more of the tests required pursuant to R.S. 17:24.4;
- v. has been identified as an exceptional child as defined in R.S. 17:1942 and R.S. 17:1943, not including gifted and talented; or
- vi. is the mother or father of a child.

Lottery date and process

Families must apply to Lycée Français de la Nouvelle-Orléans through OneApp. Applications are accepted in “rounds,” the dates for which are listed in the section below. Families are asked to list their school choices by rank on their applications, with the #1 choice listed first. Each participating school has a code that is normally composed of three digits, which families may use to apply.

Round 1 <u>Early November</u> Round One launches.	Round 2 <u>Mid-April</u> Round Two launches.	Late Enrollment
<u>Mid-December</u> Round One early window deadline. Applications to first grade and up must be submitted.	<u>Early May</u> Round Two early window deadline. Applications to first grade and up must be submitted.	Late Enrollment is a first-come, first-served enrollment period for families who missed the OneApp windows, require a change in placement, or are new to the city/public school system. Placements will be made based on which seats are still available following Round 2 placements. Families meet with EnrollNOLA staff to find placement at a participating OneApp school. Make sure to bring parental/guardian ID, copy of child’s birth certificate and proof of residency.
<u>End of February</u> Round One closes.	<u>Late May</u> Round Two closes.	
<u>First week of April</u> Round One match results released.	<u>Late June</u> Round Two match results released.	

Instructions for accepting admission if chosen in the lottery

ONEAPP Match Results

1. Go to enrollnola.org and click on “Apply Now” in the left-hand menu
2. Click the “Apply Now” button on the page
3. Log into your account
4. Click on the “5 School Placement” tab in the top menu
5. Review the table under the School Year Placement to see your child’s assignment for next year

Additionally, families who submitted an application with an email address listed, or who applied online, will receive their results at the email address they provided. Finally, all families will receive a notification letter at the address they provided on their application.

OneApp will deliver results as expeditiously as possible after the match is declared final. If families do not receive placement results, or need help, they may visit a Family Resource Center, or contact OneApp at oneapp@rsdla.net or (877) 343-4773.

Waitlist procedures

Waitlists may form for entry to Pre-K4. If a family is placed on the waitlist and a seat becomes available, OneApp will contact the family to offer the seat.

Registration timeline

Lycée requires newly matched families to claim their seats by OneApp's registration deadline. In 2016, families matched during Round One were required to register by May 20. Families matched during Round Two are also required to register by a certain date. Families that do not respond to registration requests or that reject the seat offer are removed from our roster. Students who are not present during the first five days of school are dropped from our roster.

Marketing/outreach/recruitment timeline and activities

Goal

The Lycée Français de la Nouvelle-Orléans' goal is to continue to enrich the Lycée community with a student body that reflects and celebrates Louisiana's diverse population. We will implement a recruitment and outreach plan that aims to increase our presence at numerous community events to reach potential Lycée students.

Lycée Open Houses

At the beginning of the school year, two dates are scheduled. We generally hold one weekend and one weekday Open House. Both events take place on the Patton Street Campus (5951 Patton Street). Open houses are publicized via various public service announcements.

Participation in OneApp

The OneApp is available in English, Spanish and Vietnamese. The OneApp schedule for entry to the 2017-2018 school year has not yet been announced. Once we have that information, we will post it in a clear and concise manner on our website. We will also contact families we have met through outreach efforts to inform them of the OneApp schedule and remind them to mark us as #1.

Outreach efforts

In the past, the Lycée has tabled at school fairs and provided literature at community centers throughout New Orleans. We will continue to do so during the 2016-2017 school year, focusing on targeted outreach efforts in neighborhoods that are under-represented in our student body.

Past outreach efforts include:

- Parenting Center at Children's Hospital School Fair
- Total Community Action/Head Start Annual Transition Meetings
- Agenda for Children-sponsored events
- Urban League School Expo at the Superdome
- Dinerral Shavers Educational Fund's Back-to-School Extravaganza
- Information tables at head start centers throughout New Orleans
- Paid print ads in local publications, such as The Advocate, Louisiana Weekly and Gambit
- Neighborhood canvassing to promote enrollment from families in the Pigeon Town/Carrollton Riverbend neighborhoods
- Outreach at La Semilla English learners class