



Living School

Bi-Monthly Board Meeting

Date and Time

Sunday November 11, 2018 at 4:00 PM CST

Location

ReFresh Project Community Room, 300 N Broad St, 2nd Floor above Whole Foods

Agenda

I. Opening Items

Opening Items

- A. Record Attendance and Guests
- B. Call the Meeting to Order
- C. Approve Minutes from 9/9/18 Board Meeting

II. Other Business

- A. Remove Lisa Delpit from the Board
- B. Remove Frances Olajide from the Board
- C. Remove Victor Jones from the Board

Victor issued his resignation 9/13 to be effective upon recognition of the Board at today's meeting.

D. Remove Qasim Davis from the Board

Qasim issued his resignation Fri 11/9 to be effective upon recognition of the Board at today's meeting.

E. Vote J.C. Romero onto the Board

Proposed addition to Academic & Culture Committee (formerly Charter Application)

F. Vote Kelsi Brooks onto the Board

G. Vote Shawn "Pepper" Bowen onto the Board

H. BoardonTrack Renewal

December our annual BoardonTrack membership is up for renewal for the cost of \$7,500 (discounted from \$12,000). Is the value-add worth the expense?

III. Charter App Committee

Charter App Committee

A. Review OKRs

OBJECTIVE 1: Earn charter approval

~~KR 1.1: Prepare application for submission (8/20/18)~~

~~KR 1.2: Defend application with OPSB (10/31/18)~~

Shout outs to Mark L, India, Alfredo, Mandi, Liz, & Joe for their presence at the Charter Capacity Interview!

B. Convert name to Academic & Culture Committee with new Goals

Pending charter approval on 11/15, this committee will become the Academic & Culture Committee

Goal 1: Build out annual evaluation & metrics for school academics & culture

Goal 2: Support the hiring & training of strong founding team

IV. Governance

Governance

A. Review OKRs

OBJECTIVE1: Develop a well-governed organization

~~KR 1.1: Everyone complete action items from monthly updates (7/31/18)~~

~~KR 1.2: Create a Board communication strategy (7/31/18)~~

- KR 1.3: Create a Board strategic development plan (9/30/18) - Draft review today
- KR 1.4: Develop Board Member handbook & training protocol (12/31/18) - Draft review today
- KR 1.5: Develop criteria for Board composition & recruitment (5/31/19) - Draft review today today

B. Governance Grader (Attendance & Participation) Updates & Shout Outs

C. Distribute & review updated Board Meeting Calendar

Reference [2018-19 Board Calendar](#)

Discuss potential to reschedule Development, CEO Support & Eval, & Academic & Culture Committee Meetings

D. Review Board Composition & Recruitment

Refer to [Recruitment Call & Election Process](#) document

E. Review draft Board Onboarding & Development Plans

Refer to [Board Onboarding & Development](#) document

V. Finance & Facilities Committee

Finance & Facilities Committee

A. Review OKRs

OBJECTIVE 1: Secure a temporary facility for years 1 - 3 (February 2019)

-KR 1.1: Draft short and long term schedules (7/31/18)

-KR 1.2: Identify strong potential sites (10/1/18)

- KR 1.3: Sign lease on temporary facility for years 1 - 3 (2/1/19) - To be discussed today

OBJECTIVE 2: Build a financially viable organization (June 2019)

-KR 2.1: Write clear operating budgets to establish development needs (6/30/18)

- KR 2.2: Establish appropriate controls & procedures for financial management (7/1/18) - To be discussed today

B. Facilities Search Updates

Reference [Facilities Planning Document](#)

C. Review Financial Dashboards for Sep & Oct 2018

VI. CEO Support & Evaluation

CEO Support & Evaluation

A. Review OKRs

OBJECTIVE 1: Recruit, develop, & retain exceptional staff

KR 1.1: Develop a clear, consistent, equitable hiring process

KR 1.2: Develop a compensation & growth framework (7/31/18) - In development, will discuss next meeting

KR 1.3: Create a differentiated development process (10/31/18) - In development, will discuss next meeting

OBJECTIVE 2: Establish powerful climate & culture

KR 2.1: Develop organizational decision-making process (7/31/18) - Will discuss today

KR 2.2: Develop organizational policies & procedures around clear, professional communication (10/31/18) - In development, will discuss at a future meeting

KR 2.3: Develop personnel handbook (7/31/18) - First draft under review, will review with the Board next meeting

KR 2.4: Develop organizational definition of equity (12/31/18) - Will discuss today

B. Present updated draft of Decision-Making Matrix

1) Review draft [Decision-Making Matrix](#)

- What considerations do we want to make before approving amendments to our Bylaws at the next Board Meeting to codify this decision-making structure?

C. Defining Equity & Our Mission

Review [Survey Results](#)

Unpack top 3 definitions of equity:

1. Every person receives what they need to develop their full academic and social potential. (38%)

2. Healthy lives in healthy communities for all. (23%)

3. Actively dismantling systems of oppression to ensure comparably positive life outcomes for all. (19%)

Unpack top 3 mission statements:

1. Living School cultivates equity by nurturing students to do work that improves their lives, communities, and environment through wellness, citizenship, and entrepreneurship. (65%)

2. Living School supports students in becoming the best version of themselves. (12%)

3. Living School advances equity in New Orleans by helping graduates develop the habits of a healthy life and earn both college-acceptance and living wage job offers. (8%)

VII. Development Committee

Development Committee

A. Review OKRs

OBJECTIVE 1: Raise \$275K

KR 1.1: Follow up on outstanding grant applications (5/31/18)

KR 1.2: Find and apply for new grants (1/31/19) - No new updates

KR 1.3: Steward existing donors (5/31/18)

KR 1.4: Cultivate new donors (12/31/18) - Will discuss today

KR 1.5: Develop our marketing & social media capacity (12/31/18) - Will discuss today

OBJECTIVE 2: Raise the funds needed to build the permanent Living Campus

KR 2.1: Plan and execute a capital campaign (1/31/20) - Will discuss in 2019

B. Review new Branding

Refer to:

- LivingSchoolNOLA.org

- [Instagram](#) & flyers

- 1-pager [front](#) & [back](#)

C. Review Plans for Fundraisers

- Fri 11/30 at Parleaux Brewery

- January fundraiser with Alon Shaya from Saba and Alan Walter from the LOA Bar

- Board members who recruit 1+ guest with giving capability above \$500 can join

VIII. Closing Items

A. Reminder for in-person Committee Meetings in December

B. Adjourn Meeting