



## Living School

### Academic & Culture Committee Meeting

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#### Date and Time

Thursday March 7, 2019 at 3:30 PM CST

#### Location

<https://zoom.us/j/738211128>

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#### Agenda

##### I. Opening Items

Opening Items

**A.** Record Attendance and Guests

**B.** Call the Meeting to Order

Opening Circle: New Years Intentions

**C.** Approve Minutes

Approve minutes for Academic & Culture Committee on December 11, 2018

##### II. Charter App Committee

Charter App Committee

**A.** Review Committee OKRs

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

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

Do we want to revise or add to these goals in any way?

**B.** Goal 2: Review Job Descriptions, Development Plan, & Hiring Process

Refer to [Hiring Process](#), [Draft Application Survey](#), [Email Templates](#), [Tracker](#), [Org Chart](#) & [Job Descriptions](#)

Is our staffing model appropriate to meet our goals?

- Is each position sustainable?
- Have we delegated all the most important functions to a role?
- Do our job descriptions match what we need from each role?
- How do we need to be prepared to support & develop each role for long-term success?

How can we make sure we hire the best & right people?

- Have we defined the criteria well enough?
- Is the process capturing the right information & yielding us exemplary results?

**C.** Goal 1: Updates on Metrics Planning

Refer to [Playbook](#), [Charter Application](#), & [Measurement Planning](#)

What are the most important things to be measuring?

What is the most effective, sustainable way to measure them?

What systems do we need to put in place to support this measurement?

**D.** Check in about reading OPSB Charter Accountability Framework

<https://opsb.us/schools/charter-school-performance-framework/>

**III. Closing Items**

**A.** Check in about standing meeting day/time

**B.** Adjourn Meeting