



## Living School

### Living School Board & Committee Meeting

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#### Date and Time

Tuesday January 30, 2024 at 6:00 PM CST

#### Location

Maroon, 1205 St. Charles Ave., New Orleans, LA

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All are welcome at Living School Board Meetings. Translation is available with 24 hours notice.

Public comment is welcome on any item on the agenda. At the end of each agenda item, there will be a time for public comment. Members of the public wishing to comment on any agenda item, may raise their hand at this designated time and be recognized by the Chair to speak for up to 2 minutes per person, per agenda item. On any matter up for a vote, public comment must be heard prior to taking the Board's vote.

For members of the public wishing to address the Board for longer than 2 minutes on any given agenda item, please give the Chair at least 24 hours notice to be added to the agenda. We will strive to accommodate longer items but cannot guarantee room on a given meeting's agenda.

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Stefin Pasternak	
<b>B.</b> Call the Meeting to Order		Kieta Mutepfa	10 m

	Purpose	Presenter	Time
Acknowledge the upcoming resignation of Board Chair Kieta Mutepfa ---			
Acknowledging the final Board Meeting for Vice Chair Mandi Lehnerr (2 Terms) of service to the Board of Directors. ---			
Welcome prospective Board Members Dr. Gail Thomas-Batiste & Blake Bertuccelli-Booth			
<b>C.</b> Approve Board Meeting Agenda To approve the agenda for this meeting as posted.	Vote	Kieta Mutepfa	3 m
<b>D.</b> Approve Board Meeting Minutes It is the expectation that Board Members have reviewed the previous meeting's minutes prior to today's meeting. Approve minutes for Living School Board & Committee Meeting on November 15, 2023	Approve Minutes	Kieta Mutepfa	3 m
<b>E.</b> Elect new Board Officers For 1-year terms:	Vote	Kieta Mutepfa	10 m
<ul style="list-style-type: none"> <li>• <a href="#">Chair</a></li> <li>• <a href="#">Vice Chair</a></li> <li>• <a href="#">Treasurer</a></li> <li>• <a href="#">Secretary</a></li> </ul>			

## II. Committee Meetings

6:26 PM

<b>A.</b> Finance & Development Committee Meeting	Discuss	David Armstead	20 m
<ol style="list-style-type: none"> <li>1. Review Final Audit Reports for FY23 and Audit Engagement Letters for FY24</li> <li>2. Review October, November, &amp; December 2023 Financials (from Mike Dunn, attached)</li> <li>3. Review Proposed Staff Retention Stipend Plan (see below, to come from revised FY24 Budget approved last meeting)</li> <li>4. Discuss plan to open new account and ask private donors for permission to move funds</li> </ol>			
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**PROPOSAL: LSNO Staff Retention Stipends for Spring 2024**

To honor our staff's hard work during this challenging year and incentivize the retention of all members of our team through the end of the year, we propose using about 1/3 of our cash reserves to offer stipends to staff who complete their contract with us this year.

We propose offering \$4,000 to each staff member who completes their current contract through 6/30/24. We propose paying this out as follows:

1. 1st Installment of \$1,000 with 3/31/24 payroll after completing the 3rd Quarter.
2. 2nd Installment of \$4,000 with 6/30/24 payroll after completing the year.

We have 35 staff members, so the proposed cost will be \$140,000 if we offer this as before-tax stipends or about \$168,000 if we offer these as after-tax stipends.

<b>B.</b> Academic & Culture Committee Meeting	Discuss		20 m
<ol style="list-style-type: none"> <li>1. Review <a href="#">Data Dashboard</a> with Ashona Winzy</li> <li>2. Continue to work on CEO Evaluation &amp; Succession process with metrics</li> <li>3. Discuss Committee Leadership Succession</li> </ol>			

<b>III. CEO Board Report</b>			<b>7:06 PM</b>
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<b>A.</b> CEO Report	Discuss	Stefin Pasternak	10 m
Refer to <a href="#">CEO Report</a>			
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Next Chapter Planning			
<ol style="list-style-type: none"> <li>1. <a href="#">Public-Facing Info Doc</a></li> <li>2. <a href="#">Internal Planning Doc</a></li> </ol>			

<b>IV. Voting Items</b>			<b>7:16 PM</b>
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<b>A.</b> Approved Staff Retention Stipend Proposal	Vote	Stefin Pasternak	5 m
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<b>B.</b> Approve authorization to open new Bank Account	Vote	Stefin Pasternak	5 m
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Whereas, Living School's charter contract with the Orleans Parish School Board will end on 6/30/24 requiring the return of all unused public funds to NOLA Public School;

Whereas, Living School's public and private funds are currently commingled in our accounts with OnPath Federal Credit Union;

Therefore be it resolved, that the Board of Directors of Living School, hereby acknowledge and approve that the CEO establish a new checking and savings account with a new bank or credit union to maintain separate control over our private funds.

<b>V. Discussion Items</b>			<b>7:26 PM</b>
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<b>A.</b> Committee Reports	FYI	Kieta Mutepfa	10 m
Finance & Development Committee report from _____			
Academic & Culture Committee report from _____			

<b>VI. Closing Items</b>			<b>7:36 PM</b>
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<b>A.</b> Adjourn Meeting	FYI	Kieta Mutepfa	
Next meeting: Tue 3/12/24 @ 6 - 8 PM @ Living School			