

APPROVED



Living School

Minutes

Monthly CEO Support & Evaluation Committee

Date and Time

Tuesday May 15, 2018 at 5:00 PM

Location

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

Committee Members Present

D. Lister (remote), L. Delpit (remote), Q. Davis (remote)

Committee Members Absent

V. Jones

Guests Present

S. Pasternak (remote)

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

S. Pasternak called a meeting of the CEO Support & Evaluation Committee Committee of Living School to order on Tuesday May 15, 2018 at 5:16 PM.

C. Approve Minutes

II. CEO Support & Evaluation

A. Review & Approve OKRs from Retreat

D. Lister made a motion to Approve the following objectives & key results: Objective 1: Establish powerful climate & culture - Develop organizational definition of equity including alignment between values, goals, mission, design principles, and procedures - Develop organizational policies & procedures around clear, professional communication including mutual feedback cycles - Develop organizational decision-making flow charts & communicate to all relevant stakeholders (board, design team, prospective students & families, and new hires) - Develop the personnel handbook to establish the appropriate procedures & processes Objective 2: Recruit, develop, & retain an exceptional staff - Develop a clear, consistent, equitable hiring process - Develop a process to ensure equitable, relevant, high-quality professional development for all team members - Evaluate our compensation and growth frameworks.

Q. Davis seconded the motion.

The committee **VOTED** unanimously to approve the motion.

B. Review CEO Contract Language

Stefin will revise contract based on comments left in-line in document to be emailed to committee for approval before signing.

C. Review CEO Evaluation Procedure

D. Discuss Short-Term Support Needs

E. Finalize Regular Meeting Day & Time

We will move committee meetings to the first Tuesday of every month from 5 - 6 PM CT.

III. Closing Items

A. Adjourn Meeting

D. Lister made a motion to adjourn the meeting.

L. Delpit seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:18 PM.

Respectfully Submitted,

D. Lister