

APPROVED



Living School

Minutes

Board Meeting

Date and Time

Monday March 25, 2019 at 6:00 PM

Location

Living School, 6003 Bullard Ave, Ste 16, New Orleans, LA 70128

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. Members of the public wishing to comment, may raise their hand and be recognized by the Board 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 Board Chair at least 24 hours notice to be added to the agenda.

Directors Present

A. Herrera, D. Lister, D. Mitchell, I. King-Robins, J. Ojo, J. Wagner-Romero, M. Davis (remote), M. Hash (remote), M. Lehnherr, P. Roussel (remote), R. Ashmore

Directors Absent

I. Bamgbàlà Arèṣà, T. Millard

Guests Present

J. Daschbach (remote), R. Brown, S. Pasternak

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

I. King-Robins called a meeting of the board of directors of Living School to order on Monday Mar 25, 2019 at 6:05 PM.

C. Approve Minutes from previous Board Meeting

OPSB approved our request to establish our own LEA at their 3/21 Board Meeting.

M. Lehnherr made a motion to approve minutes from the Quarterly Board Meeting on 01-23-19 Quarterly Board Meeting on 01-23-19.

R. Ashmore seconded the motion.

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

II. Other Business

A. Recognize N. Mock Resignation

B. Authorize signing of Type 1 Charter Agreement with Orleans Parish School Board

I. King-Robins made a motion to resolve that William Lister, Board Chair of Living School, enter into a Type 1 Charter School Operating Agreement (the "Agreement") with the Orleans Parish School Board (OPSB). William is hereby authorized to execute (i) the Agreement and (ii) all associated documentation necessary for the execution of the Agreement. William's execution and delivery of said Agreement and supporting documentation shall conclusively evidence the consent of the Board of Directors of Living School, Inc.

J. Wagner-Romero seconded the motion.

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

C. Approve 2019-20 Academic Calendar

School starts for July 24, ends on June 12

Student day....9am to 3:50

Staff day.....8am to 4pm

Generation cycles are a week at end of every quarter.

India suggested reviewing the length of summers for admin positions who will have to be preparing for Odyssey to make sure they get an adequate break.

We will push constructive activities for students during weeks when school is closed.

D. Mitchell made a motion to approve the 2019-20 Calendar.

R. Ashmore seconded the motion.

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

III. CEO Support & Evaluation

A. Review OKRs

B. KR 1.2: Compensation Framework

Board came to consensus that it does not need to approve compensation framework as it is a management decision.

C. KR 2.3: Staff Handbook

We're not at final draft. There is flexibility to some items.

Lot of staff couldn't open document so we will postpone review until May.

IV. Governance

A. Review OKRs

B. Report out on Readings

Need to start new systems to comply with Open Meeting Law:

- Agendas must be physically posted on the door.
- All agendas shall have our public comment procedures posted at the top.

Mandi Lehnher & J.C. Romero spoke on OPSB Charter Accountability Framework and suggested that all read all appendices.

C. KR 1.2: Governance Grader (Attendance & Participation + Communication)

Point made that board members need to RSVP on Board on Track opposed to Google calendar.

D. KR 1.3: Board Assessment

Everyone is asked to complete Board Assessment. Stefin will follow up with individuals. Will talk about it more at retreat in May.

As a board we need a little more info about what 's happening on all committees.

E. KR 1.6: Bylaws Amendment VI

J. Wagner-Romero made a motion to approve Amendment VI to the Living School Bylaws.

I. King-Robins seconded the motion.

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

F. KR 1.6: Bylaws Amendment VII

A. Herrera made a motion to approve Amendment VII to the Living School Bylaws.

J. Ojo seconded the motion.

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

G. KR 1.6: Bylaws Amendment VIII

R. Ashmore made a motion to approve Amendment VIII to the Living School Bylaws.

D. Mitchell seconded the motion.

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

H. KR 1.6: Bylaws Amendment IX

Per the Financial Policies to be reviewed later this meeting, we will not vote on this item at this time.

I. KR 1.7: Bylaws Amendment X

R. Ashmore made a motion to approve Amendment X to the Living School Bylaws.

J. Wagner-Romero seconded the motion.

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

J. KR 1.6: Bylaws Amendment XI

M. Lehnherr made a motion to approve Amendment XI to the Living School Bylaws.

I. King-Robins seconded the motion.

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

K. KR 1.6: Bylaws Amendment XII

J. Wagner-Romero made a motion to approve Amendment XII to the Living School Bylaws.

M. Lehnherr seconded the motion.

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

L. KR 1.7: Approve 2019-20 Board Calendar

Monthly board meetings - members suggested evening meetings instead of mornings, 3rd Tuesday every month, aligning committee meetings with Board Meetings every other month.

R. Ashmore made a motion to adopt the 2019-20 Board Calendar.

I. King-Robins seconded the motion.

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

V. Finance & Facilities Committee

A. Review OKRs

B. KR 1.3: Campus Updates

We are in the process of applying for our Certificate of Occupancy with help from Concordia.

C. KR 2.1: Review Financial Dashboard for Jan & Feb 2019

We are on-track with projected expenditures and retain ~2 months of cash-on-hand.

We anticipate being able to submit reimbursements to the state for much of what we're outlaying to bolster our cash position going into next year.

D. KR 2.2: Approve Fiscal Control Policies & Procedures

Stefin proposed that we adopt these policies tonight and amend them in May.

A. Herrera made a motion to adopt the fiscal policies and procedures as presented.

D. Mitchell seconded the motion.

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

E. KR 2.1: Approve FY19-20 Budgeting

We're adopting the budget for 80 students as submitted. By June we'll be able to amend to actual student count.

A. Herrera made a motion to adopt the FY20 - 24 budget as submitted with our Charter Application.

D. Mitchell seconded the motion.

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

VI. Closing Items

A. Review April & May Board Meeting calendar

Board retreat moved to May 19 from 9 AM - 4 PM.

B. Adjourn Meeting

I. King-Robins made a motion to adjourn the meeting.

R. Ashmore seconded the motion.

The board **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 8:15 PM.

Respectfully Submitted,

D. Lister