



## Living School

### Minutes

#### Development Committee Meeting

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##### **Date and Time**

Tuesday April 16, 2019 at 6:00 PM

##### **Location**

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

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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. 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.

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##### **Committee Members Present**

A. Klinghoffer (remote), J. Ojo, M. Davis (remote), R. Ashmore, S. Porges (remote)

##### **Committee Members Absent**

D. Lister

##### **Guests Present**

R. Brown, S. Pasternak

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#### **I. Opening Items**

**A.**

## **Record Attendance and Guests**

### **B. Call the Meeting to Order**

R. Ashmore called a meeting of the Development & Recruitment Committee of Living School to order on Tuesday Apr 16, 2019 at 6:00 PM.

### **C. Approve Minutes**

J. Ojo made a motion to approve minutes from the Development Committee Meeting on 02-13-19 Development Committee Meeting on 02-13-19.

R. Ashmore seconded the motion.

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

## **II. Development Committee**

### **A. Review Committee OKRs**

KR 1.3 changed from “accomplished” to “ongoing.” Richard noted that interns sent out thank you's to previous donors last week. We need this categorization as “on going” to remind us that we need to always be cultivating donors.

### **B. 1.6: Student Recruitment Review**

The committee accepted the renaming of the committee as Development and Recruitment Committee.

Clarification in response to committee members' concerns that we not lose focus on development: Even though more emphasis will likely be placed on recruitment from January to June and development from July to December, it is important that both facets of the new committee charge be done all year round.

Regarding recruitment and retention, Richard stressed that we need help (1) securing media attention for the upcoming May events and (2) money and supplies for these events. Mark said it would be useful to know what supplies were needed to see if committee members or other board members could help with this. Committee asked that Stefin and his staff send out such a list of needed items. Richard also noted that board members attending these events would be very useful.

### **C. 1.2 Grant Application Updates**

New Schools gave us funding .

Met with Charter School Growth Fund.

Shelly made some connections with a local investor.

Reimbursements supposed to take 30-60 days. Joe is working on some reimbursements now.

Assuming that the Louisiana Department of Ed CSP grant and the New Schools Venture Fund grant come in, we have met our goal. Do we need to discuss what went well and what didn't go so well.

Lynn Spearman working with Richard and will update our grant tracker and add useful info. Questions arose of who will be handling the grant reporting for the grants we're receiving?

#### **D. Objective 1: FY19 Summary & Reflection**

We are on track to exceed our FY19 target assuming the passage of the LDE CSP grant and the NSVF grant.

#### **E. FY 20 Planning**

If our physical use of the space changes (for example, adding a band) we would need more funding to make alterations. We need to raise the dollars for the academic portion of the school first, then we can think about the extra curricular activities. Focus on the space as a great school. Marketing of the school is the thing that will draw students/parents and keep them.

Richard noted that if we get only 80% of expected enrollment we will be \$200,000 short next year and this will mean that the Recruitment and Development Committee will need to bring in \$300,000 not the projected \$100,000.

In response to the "anticipating the build out of a symphonic band program" with a projected cost of \$50,000, the committee members were very concerned that this may not be central to Living School's core mission and also not be useful to student recruitment. The committee asked that Stefin report back to us concerning these points.

#### **F. Review Grant Connections**

Committee will review these connections and inform Stefin of any connections they can help make.

### **III. Closing Items**

#### **A. Adjourn Meeting**

J. Ojo made a motion to adjourn the meeting.

R. Ashmore 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 7:00 PM.

Respectfully Submitted,  
R. Ashmore