

APPROVED



## Living School

### Minutes

#### Board Meeting

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**Date and Time**

Tuesday August 20, 2019 at 7:15 PM

**Location**

Living School, 6003 Bullard Ave., 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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**Directors Present**

D. Lister, I. Bamgbàlà Arèjà, I. King-Robins, M. Davis, M. Lehnherr, P. Roussel, R. Ashmore, T. Millard

**Directors Absent**

D. Mitchell, J. Ojo, J. Wagner-Romero

**Directors who left before the meeting adjourned**

P. Roussel

**Guests Present**

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J. Daschbach, R. Brown, S. Pasternak

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## I. Opening Items

### A. Record Attendance and Guests

### B. Call the Meeting to Order

D. Lister called a meeting of the board of directors of Living School to order on Tuesday Aug 20, 2019 at 7:33 PM.

### C. Approve Minutes from previous Board Meeting

R. Ashmore made a motion to approve minutes from the Board Meeting & OPSB Training on 06-25-19 Board Meeting & OPSB Training on 06-25-19.

M. Davis seconded the motion.

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

## II. Board Business

### A. Vote D. Tassin Treasurer of the Board

M. Davis made a motion to Appoint Denika Tassin as Treasurer of the Board.

M. Lehnherr seconded the motion.

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

### B. Recognize A. Herrera Resignation

### C. Recognize M. Hash Sabbatical

Mark's absence at Board meetings will not be considered a neglect of his duties nor reason for removal from the Board.

R. Ashmore made a motion to Wish Mark Hash well in his absence.

T. Millard seconded the motion.

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

## III. CEO Support & Evaluation Committee

### A. CEO Report

Stefin reported that LS is at 53 students and growing. Multiple days with 100% attendance. We anticipate the Oct. 1st count will be 55-60 students. Enrollment center has been sending kids to us. We are fully staffed with an amazing crew of people and the LSU Health based school center on site.

Pepper Bowen asked what happens if student is injured after nurse staff is gone for day. Stefin explained that we will call 911 if serious issue and Operations staff getting trained on medication distribution.

Stefin gave brief introduction of staff and their roles. Also explained about 3 members currently/upcoming on leave. We're exploring Enriched Schools for days when staff is going to be out. India asked if an in-house substitute is an option. Stefin gave info on Tiane Oliver and explained her role as short-term ESL educator for limited English proficient students.

India inquired about the incident where the police had to be called and Stefin explained the situation and how the team deescalated the situation. India also inquired about CPI training for staff and Stefin replied that the training is in the process of being scheduled. India asked about consequences for behaviors explained in the agenda and Stefin gave an explanation. India also asked how those incidences were being documented and Stefin passed out an example of the document.

Kelsi inquired about how the weapons were discovered and Stefin gave an explanation. Mark Davis asked if students with issues were back in school and Stefin gave an explanation.

Mark Lister asked about meetings/conferences with students and families about issues at school. Stefin explained his and Charm's role in handling those conferences. P. Roussel left.

## **B. Approve Policy Manual**

Board will revisit the policy vote.

## **C. Approve Amendments to Staff Handbook**

I. King-Robins made a motion to Approve the Staff Handbook with the revisions.

M. Davis seconded the motion.

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

## **IV. Finance & Facilities Committee**

### **A. Finance Dashboard & Report**

Joe Daschbach went over the Financial Report and spoke about some possible partnerships. Focused on budget-to-actuals.

We want to end the year with surplus. We have spent last year making sure we're getting what we need, especially for SpEd students. We're meeting school boards threshold in all categories.

Ifatumininu asked if we are in danger of losing any staff and Joe answered, no.

Joe gave explanation of loan standings from Louisiana Department of Education and line of credit from ASI FCU. Joe is working with school board to determine how often they want it amended.

We recently learned that we have to post notice in the local newspaper when board is discussing budget.

India asked about MFP funding and Joe gave explanation of counts, growth and perceptions for later on in the year. Model is budgeted on 50 students.

#### **B. Approve amendments to FY20 Budget**

M. Davis made a motion to approve revised budget.

I. King-Robins seconded the motion.

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

### **V. Academic & Culture Committee**

#### **A. Approve Pupil Progression Plan**

I. King-Robins made a motion to adopt the people progression plan.

M. Lehnherr seconded the motion.

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

India asked Stefin to clarify the specifics concerning incomplete classwork and grades.

Stefin made clarifying changes.

India inquired as to whether parents have been given a copy.

#### **B. Approve Community Handbook**

M. Lehnherr made a motion to approve the community handbook.

T. Millard seconded the motion.

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

#### **C. Approve Special Education Handbook**

Stefin explained that school attorney authored this handbook. India suggested to change the name of the handbook to "Student Support Handbook" and to use student-first language.

M. Davis made a motion to adopt the student support handbook.

M. Lehnherr seconded the motion.

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

### **VI. Closing Items**

#### **A.**

**Review fall Board Meeting calendar**

Next board meeting will be Sept. 17th.

India is suggesting that binders be prepared with bylaws and other board documents for each board member. Stefin agreed that he and Roz would prepare those binders.

**B. Adjourn Meeting**

M. Davis made a motion to adjourn the meeting.

I. King-Robins 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 8:30 PM.

Respectfully Submitted,

D. Lister