



MAGNOLIA PUBLIC SCHOOLS

Board Of Directors

Board Agenda Item #	II. A (Nominating Committee Meeting)
Date:	01.12.2016
To:	Magnolia Board of Directors
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Andy Gokce, Chief of Staff
RE:	18 Month Plan for Nominating Committee

Proposed Board Recommendation

I move that the committee approve attached action plan for next 18 months for the Nominating Committee of Magnolia Public Schools Board of Directors.

Background

In its October, 2015 retreat, MPS Board of Directors set 6 major goals to accomplish in the next 5 years:

Wildly Successful in Three Years?

- 1- All current schools are financially stable, have happy engaged stakeholders, and are famous for STEAM excellence
- 2- Our new Parent Trigger School and NV schools add 4,000+ students and prove we can turnaround failing schools
- 3- We WIN the XQ Super Schools Prize!! And Create An Awesome International Model School!!
- 4- We win a national High Quality Charter School Replication Grant and begin an accelerated growth plan in 2017-18
- 5- All financial operating systems working AEB clean audits, sufficient cash flow, positive S&P outlook and 90% customer reviews
- 6- Our people become the most highly sought after educators in the world (and they stay anyway!)

As a follow up to our board established goals, MPS Home Office Departments have been tasked with developing draft departmental goals aligned with these overarching organizational goals. These departmental goals aligned with the overarching organizational goals call for committee goals, meetings and plans and eventually acknowledgement and/or approval of MPS Board of Directors.



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In this meeting, we would like to seek guidance, input and feedback from our committee members to shape an action plan for the nominating committee as well as other MPS board members and Home Office personnel.

After finalized by our nominating committee, this plan will be presented to MPS Board of Directors at their January 21, 2016 meeting.

Budget Implications:

None.

Name of Staff Originator:

Andy Gokce, Chief of Staff

Attachments

18 Month Committee Goals Plan for MPS Board of Directors - Nominating Committee

This is what Board on track says about the Nominating/Governance Committee Responsibilities:

General Purpose

The governance committee is commissioned by and responsible to the Board of Trustees to assume the primary responsibility for matters pertaining to Board of Trustees recruitment, nominations, orientation, training, and evaluation in accordance with the bylaws of the organization as well as established policies and practices approved by the Board of Trustees.

Appointments and Composition

1. Appointments of the chair and members of the Board governance committee shall be made annually by the Chair of the Board with the advice and consent of the Board in accordance with the Bylaws.
2. The chair of this committee shall be a member of the Board of Trustees.
3. Other members of this committee shall be members of the Board of Trustees.
4. Additional committee members may be appointed and need not be members of the Board of Trustees.

Responsibilities

1. Analyze the skills and experience needed on the Board.
2. Create a short and long-term board recruitment strategy.
3. Work with Board Chair and CEO on a succession plan for board officers.
4. Recruit members to serve as members of the Board and develop a slate of trustees for consideration by the membership at the annual meeting in accordance with selection/election procedures outlined in the bylaws.
5. Develop and review annually the procedures for Board recruitment.
6. Develop an orientation and training plan for new trustees.
7. Assist in the planning of an annual Board retreat and other deeper strategy sessions as needed.
8. Develop and revise a Board member handbook outlining the responsibilities of the Board and Board members, Board policies, and other relevant information.
9. Conduct board education as needed.
10. Create specific measurable board-level goals for the year as part of the full board planning process.
11. Regularly evaluate the effectiveness of board meetings, and make recommendations for improvement to the chair and the full board as needed.
12. Annually coordinate an evaluation of the full board and individual trustees.
13. Report to the Board of Trustees at regular meetings of the Board in a manner determined by the Board.
14. Annually evaluate its work as a committee and the objectives it has committed itself to and report on same to the Board of Trustees.

Expected Board Decision	Related Board Goal	Lead C-Team Member	Required Internal Processes	Regulatory Deadline (if any)
Establishment of 2016-17 Goals	All Magnolia Schools have happy engaged stakeholders, who engage their broader communities civically	Andy Gokce	The C-Team will discuss and compile a list of goals in their January meetings.	N/A
Establishment and Accomplishment of 2016-17 Goals	90% customer reviews (customers of Home Office)	Andy Gokce	Chief of Staff will conduct a survey between school administrators and staff in March, 2016. Results will be discussed in April, 2016. Necessary changes in Home Office practices will be implemented in 2016-17 year and the same survey will be conducted again in March 2017. Survey Results and planned changes will be discussed in PD Days in summer of 2016 and it will presented to MPS Board no later than 09/30 2016.	N/A
Addition of a board member with a different background	An effective board with backgrounds in different expertise areas (legal, etc..)	Andy Gokce	In its October, 2015 Retreat, MPS Board decided to expand to include board members from different backgrounds. The first goal is to add one new board member preferably with a legal background by 6/30/2016. MPS Board will add another member in the next 12 months after that.	N/A
Staffing the Committees	Well functioning Board Committees with members including MPS Board members, professionals and community members.	Andy Gokce	MPS Board decided that to add additional members to our Board Committees. These additional board members will serve on committees to make recommendations to the MPS Board. The first goal is to add one person to each committee by 6/30/2016	N/A

Board Training (March retreat, follow up with the last retreat,	Effective Meeting,	Andy Gokce	MPS Board holds two one-day retreats annually: one in March and one in October. 1- MPS Home Office will put together a list of necessary training areas for board members in consultation with board members, attorneys and other professionals by February 15th and September 15, 2- The list will be finalized by the board president and the CEO by February 25 and Sept. 25, 3- Necessary arrangements for trainers will be completed by February 28 and Sept. 30	N/A
Board Training	Develop and revise a Board member handbook outlining the responsibilities of the Board and Board members, Board policies, and other relevant information.	Andy Gokce	Chief of Staff will prepare a handbook for board members in collaboration with attorneys and professionals.	N/A
Board's engagement in broader community	Bring an industry keyperson to the school and establish connections in the next 12 months	Andy Gokce	Visits by professionals is a great tool to inspire our students towards desired careers (especially STEAM careers). Each board member will bring an industry keyperson from their professional jobs to one of our schools in the next 12 months. Home Office will coordinate these visits in coordination with the board members and the school principals	N/A
Board member's involvement in SSCs, school events	Have each board member visit one school until March retreat, attend graduation ceremony as speakers, open schools give commencement speeches, address staff at the summer PD	Andy Gokce	MPS Board members should be active members of our school communities. Major events such as graduation ceremonies, school commencement days, and Professional Training Days are great opportunities that Board members can contribute with their presence and lead the community. MPS Home Office will arrange visits for board members once in the next two months, then in late May for graduation ceremonies, in August in PD days and school opening days. MPS Board members will also be asked to attend an SSC meeting once a year	N/A

Board's engagement with authorizers	Have each member attend a hearing or decision making meeting at least once in the next 6 months, once again in the next 12 months after that.	Andy Gokce	Our charter authorizers demand attendance of our board members. We have many public hearing sessions and decision days at the school districts and counties in the next 6 months, and once again in the next 12 months after that. MPS Home Office will contact board members to request their attendance at these meetings.	N/A
Board members' efforts in developing partnerships and fundraising	Resource or time commitment	Andy Gokce	will be discussed with committee members at the meeting	N/A
Effective Governance	Establish, train and assist local governing committees in new expansion places such as NV, SD, NorCal	Andy Gokce	As required by laws and regulations, we need to establish local governing committees as we expand into new states or new areas in California. Every time we form a new local committee, we need to train them on Brown Act, Financial Reports and how to make sense of them , and other federal and state laws and regulations.	as we find out with new expansions
Board and Committee Evaluation	Evaluate performance and effectiveness of the committee and the board annually	Andy Gokce	Chief of Staff and CEO will plan and prepare for annual evaluation of the board and the committees at the board retreats	N/A

Date of the Board Decision	Date and name of Committee	Notes from the meeting	Date of C-Team Final Review of Issue	Dependent Goals
1/21/16	01/14/2016, all committees		2/26/16	2/19/16
9/30/16	09/30/2016, Nominating Committee	evaluation of CEO should come after that, align timelines, June survey before CEO evaluation		
6/30/2016 6/30/2017	5/30/2016, Nominating Committee, 5/30/2017, Nominating Committee,	Because of time commitment, retired people might be more available. Retired attorney, lawyer. MPS Board will be updated on the idea that we are looking for a new member with a legal background		Establishment of an Advisory Board (advisors serve on the committees, people from industries in STEM/STEAM fields for the Academic Committee Ken Chawkins, Rohit Shukla, a person from a councilman's office ask Alfredo, for Finance, for
6/30/16	05/30/2016, Nominating Committee	bring on people who will meaningfully contribute to Magnolia, share values,		

03/13/2016 10/16/2016	02/15/2016, 09/15/2016 02/25/2016, 09/25/2016 03/13/2016, 10/16/2016	one retreat per year: March, additional one in October depends on the need. Check with board members to attend. Purchase tickets in January.	independent opinion by consultants on academics
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N/A	03/13/2016, Board Retreat	make sure there is a calendar, when to take action on budget, academics, etc...
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N/A	12/31/2016, all committees	local board members invite in collaborations with principals
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12/31/2016 (Information Item, report to Board)	N/A	minimum at least one visit per year
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12/31/2016 (Information
Item, report to Board)

ongoing

board member should be present
when the authorizer visits their local
school, inform the board member in
advance.

N/A

Outreach & Partnership Committee
should focus on this

ongoing, as needed

as needed

will be conducted at board
retreats

03/13/2016, 10/16/2016