APPROVED

Jefferson RISE

Minutes

November 2021 Jefferson RISE Board Meeting

Date and Time
Wednesday November 17, 2021 at 5:30 PM

Location
Jefferson RISE Charter School
3645 Lapalco Blvd.
Harvey, LA 70058, USA

In full compliance with Open Meeting Law, Jefferson RISE posts all agendas at least 24-hours prior to the meeting at the Jefferson RISE Office and online at www.jeffersonrise.org. Minutes are available online after they have been approved at the following meeting.

Directors Present
Emad Jabbar, Emily Hartnett, George Jackson, Ianisha Chairs, Mona Chawla, Shekeitra Matthews (remote), Shuna Hughson, Tanya Lewis

Directors Absent
Rona Harris

Ex Officio Members Present
Kathleen Sullivan

Guests Present
Chris Daniels, Lindsey Cross

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Tanya Lewis called a meeting of the board of directors of Jefferson RISE to order on Wednesday Nov 17, 2021 at 5:39 PM.

C. Approve October Meeting Minutes

Emily Hartnett made a motion to approve the minutes from Fall 2021 Jefferson RISE Board Retreat & October 2021 Board Meeting on 11-13-21.
Mona Chawla seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Consent Agenda

A. Approve Consent Agenda

Mona Chawla made a motion to APPROVE THRIVE KIDS NURSE SUPPORT CONTRACT.
Shuna Hughson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Bond Issue & Facility Purchase

A. Overview Presentation

Rebecca Secrest (Senior Vice President of Charter Schools Development Corporation) presents the process of purchasing the current school building.

IV. Executive Team Report

A. Executive Team Report

There are no updates to report at this time.

V. Board Retreat Continued

A. Review Board Goals through June

Chris presents the combined Goals and Scope &Sequence document.
The goals are:

1. Board engagement: By January 2022 (and ongoing), the Board is fully staffed with board members who have committed to and are engaging fully with the board as defined in a written board member agreements document.

2. Needs assessment/understanding: By March 2022, the School Performance Committee has shared an overall picture of RISE's school performance and board members are able to articulate common challenges and needs of the school and what they look like in practice.
3. Support for CEO/CSO:
    - By May 2022, the Board has advised and consented to a bond issue and purchase of the school's permanent facility.
    - By May 2022, the Board has advised and consented to a five-year strategic plan for the organization.
4. Development: By June 2022, the Board has led fundraising efforts that have brought in $X for the school year.
5. Self-assessment and planning: By June 2022, the Board has self-assessed their performance and has a year-long plan for board business and improvement for the 2022-2023 School Year.

B. Additional Board Retreat Follow Up

VI. School Performance

A. School Performance Committee Report

Mona provides an update of the school performance committee meeting. She explained the dashboard and the proposed early graduation policy.

B. Approve Early Graduation Policy

Mona Chawla made a motion to APPROVE THE EARLY GRADUATION POLICY with the amended language of replacing the last paragraph with: "Should the Executive Team approve the application and contract, the contract will be signed and sent to the CCR Team for their records. The executive team will make the final determination and the student and guardians will be notified of the decision made by the executive team.".
Emily Hartnett seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Development

A. Development Committee Report

Emad provides an update of the development committee focused on fundraising experience and hopes for RISE.

VIII. Finance

A. Finance Committee Report

Chris provides an update on the audit; there was no material findings.

B.

Vote to Accept Audit Report

Emad Jabbar made a motion to Accept Audit Report.
Shuna Hughson seconded the motion.
The board **VOTED** unanimously to approve the motion.

IX. Governance

A. Governance Committee Report

Chris discuss the plans to revise board member onboard and off boarding process.

B. Discuss Proposed Board Member Agreements

Chris discusses the revised Board Member Job Description & Agreement.

C. Board Member Contributions

Tanya advises the importance of board member contributions.

X. Other Business

A. Ethics Training and Financial Disclosure

Chris reminds the need to complete Ethics Training and Financial Disclosure by end of calendar year.

B. Head of School

Kathleen will be providing a contingency plan for school business during time out.

XI. Closing Items

A. Upcoming Board Meetings

• December 17th, 5:30pm @ RISE
• January 26th, 5:30pm @ RISE
• February 23rd, 5:30pm @ RISE
• March 23rd, 5:30pm @ RISE
• April 27th, 5:30pm @ RISE
• May 25th, 5:30pm @ RISE
• June 22nd, 5:30pm @ RISE (note: may move one week earlier because of summer break)

B. Adjourn Meeting

Shuna Hughson made a motion to Adjourn.
Emad Jabbar 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 7:00 PM.

Respectfully Submitted,
Tanya Lewis