

APPROVED



# Laureate Academy Charter School Board of Directors

## Minutes

### Governance Committee Meeting

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#### Date and Time

Wednesday January 12, 2022 at 4:30 PM

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The matters listed are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may, in fact, be discussed. Other items not listed may be brought up for discussion to the extent permitted by law. All agenda items are informational unless otherwise denoted, though all committee reports require a vote for acceptance. Unless otherwise stated due to COVID-19 precautions, the meeting will be held on the campus of the school (2115 Oakmere Drive Harvey, LA 70058).

Hi there,

Jaime Behen (she/her) is inviting you to a scheduled Zoom meeting.

Join from PC, Mac, Linux, iOS or Android: <https://teachforamerica.zoom.us/j/99668103742?pwd=eWViRFZtSDRadWgyYUpIbWdYbXFidz09>

**Password: 439659**

Or iPhone one-tap (US Toll): +16465588656,99668103742# or +13017158592,99668103742#

Or Telephone:

Dial:

+1 646 558 8656 (US Toll)

+1 301 715 8592 (US Toll)

+1 312 626 6799 (US Toll)

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

Meeting ID: 996 6810 3742

Password: 439659

International numbers available: <https://teachforamerica.zoom.us/j/abLmhsHjK1>

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### **Committee Members Present**

Claire Heckerman-Whitehead, Jaime Behen, Jake Krupa, Jordan Whittenburg, Nicholas Aucoin

### **Committee Members Absent**

*None*

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## **I. Opening Items**

### **A. Record Attendance**

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

Nicholas Aucoin called a meeting of the Governance Committee of Laureate Academy Charter School Board of Directors to order on Wednesday Jan 12, 2022 at 4:35 PM.

### **C. Approve Minutes**

Motion to approve the minutes from 11.10. 21 Laureate Governance Committee Meeting on 11-10-21.

Jake Krupa seconded the motion.

Pat motioned.

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

## **II. Head of School Updates**

### **A. Covid Precautions & Virtual Learning Update**

- Made the decision to switch to virtual learning for the whole school last week after having testing done at the school site.
- This round of virtual learning was much smoother- all students have computers.
- Staffing is stable. Almost at fully staffed. Impressed with flexibility and teamwork from the staff.

### **B. Modular Facility Update**

- Modular is functioning. Everyone is moved in.
- Have not yet signed off on any paperwork to finalize it.
- Awnings are not yet up because they have a supply issue for what they ordered.
- Overall, it's been a journey with this company but it's almost done and the facility has clean floors, clean walls, internet, etc.

## **III. Head of School Evaluation**

## **A. Head of School Evaluation**

- Jordan Whittenburg has taken the lead on doing research on evaluations.
- BoardOnTrack has examples of evaluations and is looking to fine tune them to make them more applicable to our context as opposed to using a general example.
- Would like to see more frequent touchpoints regarding her performance so that way there is a better pulse throughout the year.
- Something that would be above and beyond the current threshold would be implementing a 360 feedback loop and involving stakeholders- teachers, parents, etc.
- Jaime Behen volunteered to support and Jake Krupa volunteered also to help specifically develop metrics for performance.
- Would like to get a point that we identify the 3-5 things that Claire should be evaluated on each year.
- There should be both a longer more comprehensive evaluation, as well as more targeted points throughout the year.
- Claire would love to see how the head of schools are evaluated at some of the highest performing schools in the area. This is important for the Head of School to be really clear consistently about how they're performing throughout the year.
- Some ideas for where Claire sees her impact: academic performance, teacher growth, financial health, staffing, strategic elements (moving the school towards long term goals) and risk management.
- We have some resources and tools to be able get started.

## **IV. Reoccurring Topics**

### **A. Board Development**

- Claire has done a great job with board recruitment thus far.
- This has to be a recurring discussion.
- The "Friends of Laureate" Tour was a great way to bring people into the work at Laureate.
- There are a couple people who have submitted CVs and are on lists. There is potential to involve them in committee work.
- Pam Watson (works for Councilmen Byron Lee) is interested and might be a good fit for committee work first.
- There are another two candidates for the board to speak with if there is interest.
- There is a benefit to involving folks with committee work first to help get them oriented and stager board service.
- Ideas: Backwards plan board service to signify when someone's tenure may be up soon, add skills to BoardOnTrack.

### **B.**

## **Fundraising**

- The board is responsible for fundraising and will need to take a lead on it.
- Mechanisms for raising general funds and connecting with Claire to figure out what we're raising money for.
- Did have an idea to sponsor enrichment programs during summer break. Potentially spend time identifying some activities, what they'd cost and approaching donors. Are there scholarship options for things that already exist- JP Performing Arts.
- If the board picks a topic, then Claire can give more specifics around cost and then the Board can reach out. They really want to purchase computers for all of their middle schoolers.
- Maybe we decide once a year about what we would like to focus on. Claire likes the idea of fundraising for enrichments as opposed to core elements of their school.
- Would love to start a communal spaces to share grant ideas with Claire so that way she is able to apply for them.

## **C. Governance**

- What kind of trainings would be beneficial for the board to have? Are there books? Trainings? Skill based sessions? etc.

## **V. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:30 PM.

Respectfully Submitted,  
Nicholas Aucoin

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College Starts in Kindergarten