

APPROVED



# Laureate Academy Charter School Board of Directors

## Minutes

### Governance Committee Meeting

HoS Eval Updates

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#### Date and Time

Wednesday March 23, 2022 at 5:00 PM

#### Location

This meeting is in person at Laureate Academy.

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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).

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#### Committee Members Present

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 Mar 23, 2022 at 5:09 PM.

## C. Approve Minutes

Jaime Behen made a motion to approve the minutes from Governance Committee Meeting on 02-09-22.

Jordan Whittenburg seconded the motion.

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

## II. Head of School Evaluation

### A. Head of School Evaluation

#### Jordan w/ Staffing:

- Biggest metrics:
  - Operational capacity: taking the total number of filled positions versus the staffing plan. Also adding that metrics may change as the staffing plan changes throughout the year.
    - Driving towards
    - > 95% capacity and above would be green status.
    - 85-95% would be yellow
    - below 85% would be red.
  - Leadership Satisfaction Survey: Potentially get a baseline for this year. There would be 4-5 questions on a sliding scale.
    - Potential questions:
      - I have a clear understanding of my accountabilities and how they bring value to LACS.
      - I have access to the resources needed to excel in my current role at LACS.
      - I receive the coaching that I need to further my professional development.
      - If I were offered the same position with similar pay and benefits at another school, I would stay at LACS.
- When do they occur? When are the checkpoints?
  - Operational capacity could happen whenever. The recommendation is quarterly. This could be implemented right away.
  - Leadership satisfaction could be done at a baseline this year and then could be reviewed for next year.
    - We'll need to set metrics here to fall within the green, yellow, red ranges.

### **Jake w/ Finance:**

- Biggest metrics:
  - Budget actuals that are updated monthly. There is a lag to close out the month.
    - Four ratios/actuals:
      - Quick
      - Debt to asset
      - Cash on Hand
      - Cash Ratio
      - Overall enrollment number
  - Are financial processes being followed? Are the annual financials a positive report? Did you get a clean opinion? They also look at HR based things (like years of experience from teachers). Something on the financial audit needs to be built in with those.
    - Maybe we can look to see if there are adjustments made from the year before in this year?
- When do they occur? When are the checkpoints?
  - Monthly & at the end of the year
  - Quarterly we do red, green and yellow as it relates to the four ratios.
  - Annually we look at the financial audit to see if a clean opinion was given AND if there was growth from last years items.
  - Opinion would be reviewed in October. From there, how does she remedy the significant matters throughout the rest of the academic year to be reviewed in May.

### **Jaime w/ Academics:**

- Biggest metrics:
  - 5-10% growth in all subjects on LEAP. There should be a category for where they land and for growth.
  - Similar measures for MAP.
  - Considering having a long term goal for LEAP that the school based grade is maintained or moved every three years?
  - To give a range of performance:
    - Ineffective- way below grade level (D, F)
    - Effective Emerging- Below grade level (C >)
    - Effective proficient- Grade level ( B > )
    - Highly effective - Above grade level (A)
- When do they occur? When are the checkpoints?
  - LEAP is once a year in April. Results are in August
  - MAP is 3x a year in August, December and March. Results in 48 hours.

**Nick w/ Governance:**

- Biggest metrics:
  - Leadership turnover (may relate to staffing operational capacity.
  - Are we fully enrolled and keeping our students? Are our waitlists filled out?
  - Needs to be affiliated with a particular year's objectives.
  - Maybe fundraising could agree to finance.
- When do they occur? When are the checkpoints?
  - School calendar would be the window.

**Next steps:**

- Take these metrics and overlay it with the school year calendar.
- LACPS specific rubric is the one we've used in the past.
- Bring this to the board for final input.

**III. 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 5:47 PM.

Respectfully Submitted,  
Jaime Behen

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College Starts in Kindergarten