



MINUTES
Francophone Charter School of Oakland
Regular Meeting of the Board of Directors

Location:
9736 Lawlor Street, Oakland, CA
August 20, 2015 at 7:00pm

1. OPENING ITEMS

a. Call to Order

The Board meeting was called to order at 7.15 pm.

b. Roll Call

Board Member Name	Present	Absent
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

Adoubou was not there at the beginning.

Guests in attendance include: Renae Waneka, Ben Mohamed Daoudi, Maggie Schoon.

b. Consent Agenda

- a) Board meeting minutes – July 23rd, 2015 and August 6th, 2015
- b) Enrollment Update

Approval of Consent Agenda

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

c. Approval of Agenda

Removing Finance Update and Contracts.

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

2. ACTION ITEMS

a. Executive Directors update

Renaë and Ben had provided a written update prior to the meeting.

Questions were asked regarding the teachers' morale. A discussion ensued related to the culture at the staff level, restorative justice and future hiring plans. The Board requested a hiring plan to be presented at the October meeting.

Adoubou joined at 7.28 pm

Mathilde and Amelie asked about the After School Program, the check-out process and the personnel hired.

The Board asked that the update include who is working on what since we have co-Executive Directors. They should also reflect what is working well and the challenges and a plan for the next 4 weeks.

Ben mentioned that he would like the school to host an event in October: official organizations, French departments, Francophones, learning institutions. Amelie to meet with Ben about this.

b. Health and Safety Plan

Discussed assigned person and other logistics such as is there storage for the emergency stuff. Sarah mentioned that the co-Executive Directors should have a conversation with the teachers about who to direct people to when there is an issue and the media call.

Discussion about 504 and the potential need for a policy.

Evelien motioned and Annette seconded to approve in its present form with potential updates.

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	X
Sarah Sharp	X	
Adoubou Traore	X	

c. Inventory Control Policy

Amelie Dupont presented to the Board the Inventory Control Policy. Threshold will change from \$5,000 to \$200 and will change format.

Mathilde motioned to approve, Annette seconded

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

d. Financial Policies

Mathilde to send formatting changes to Amelie. Check and card register.

Follow up on the date for the December 15 audit. \$500K expenditures threshold.

Mathilde motioned to approve, Annette seconds

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

e. Revolving Loan

The Board discussed the Revolving Loan agreement.

Mathilde motioned to approve, Annette seconds

Board Member Name	Aye	Nay
Amelie Dupont	X	
Annette Dennett	X	
Evelien Verpeet	X	
Mathilde Andrejko	X	
Sarah Sharp	X	
Adoubou Traore	X	

f. Brainstorm future agenda items

- Contracts to review
- MOUs
- Minutes from June, July, August 20
- Community Forum future (Adoubou)
- Create Facilities committee
- Check Register
- CharterSafe Resolution: Approve notarized CharterSafe Workers' Comp Section
- Update Resolution of Check Signing (or new? Evelien will check)
- Fundraising Plan and October event
- Board Assessment

- Leadership Succession Planning (Committee) (Mathilde)
- Feedback from leaders and teachers: what's working, what leadership looks like for K-8 school?
- Lessons learned on how recruitment went last time (process, timing)
- Leadership Assessment (see contract)
- Roles & Responsibilities for Officers
- Outreach Plan for Intent to Enroll Forms (Corinne, based on 20-day report)
- Curriculum Review (end of school year? Figure out who to invite? Purpose? Format? 2-3 meetings? Board level committee? What they review) Maggie can be on this committee

3. PUBLIC COMMENT

Non-agenda items: No individual presentation shall be for more than 2 minutes and the total time for this purpose shall not exceed twenty (20) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken.

4. ADJOURN

The meeting was adjourned at 9:39 pm.

NOTES

***AGENDA STATUS** – Items in the agenda are categorized as Red, Yellow or Green, signifying their level of importance and/or timeliness. Red items are items that need to be discussed and/or voted on. Yellow items are items that could use the Board's attention but are less immediate in nature. Green items are mostly for your information and could be skipped or moved to a subsequent meeting if agenda items take longer than planned.

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE – Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY – Pursuant to the Rehabilitation Act of 1973 and the *Americans with Disabilities Act of 1990*, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting Francophone Charter School of Oakland during normal business hours at contact@francophoneschool.org or (510) 394-4110 as far in advance as possible, but no later than 24 hours before the meeting.