



MINUTES--FINAL
Francophone Charter School of Oakland
Board of Directors Regular Meeting
 9736 Lawlor Street, Oakland, CA
 Thursday, February 21, 2019 at 7:00 pm

I. OPENING ITEMS

A. Call to Order at 7:06PM.

B. Roll Call

Board Member Name	Present	Absent
Annette Dennett	X	
Carolyn Choy	X	
Frédéric Boulay	X	
Hervé Bruckert		X
Jean Johnstone	X	
Mathilde Andrejko	X	
Taima Beyah		X
Farid Senna, Ex Officio	X	

Guests: Krystle Onibokun, Edtec; Celeste Dubois, prospective board member

C. Approval of Agenda

Remove safety plan, parent rep description from the agenda.
 Frédéric moves, Carolyn seconds.

Board Member Name	Yes	No	Abst

Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

D. Consent Agenda

1. Board Meeting Minutes: 1/17/2019 Regular and Special Board Meetings
2. Oakland education updates

Mathilde moves to approve the consent agenda with the exception of the special meeting minutes (missing from the folder). Annette seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

II. PUBLIC COMMENT

There was one member of the public.

III. ACTION AND DISCUSSION ITEMS

A. Executive Director Report (Farid)

a. Report including:

- i. Hiring Plan and Timeline (incl. French Label & CBEST Waiver)
- ii. Teacher Evaluations
- iii. Status on Admissions Numbers
- iv. Presentation of Number of Open Seats (Lottery vs. Actuals vs. Budget)
- v. Public Random Drawing (PRD) process
- vi. LCAP Timeline for Community Engagement
- vii. 2018 School Accountability Report Card for Approval
- viii. 2019-20 School Calendar

Enrollment

There was a request to add info on district vs. out-of-district applications.

There was a question about the prospect of considering non-French speaking applicants for upper grades. Farid explains that this depends on the program we want, and the capacity we have to accommodate non-French speaking applicants.

A Board member noted that the enrollment projection doesn't outline projections for budget, projections for lottery, and projections for school day 1 goal.

There was a question about whether the budget works with two teachers for TK. Farid will verify what the mandatory student teacher ratio is for TK.

A member asked about seeing the community survey and whether we would have time to ensure questions are included related to the ED evaluation. Farid says the survey needs to be completed by the end of the month, so this would require a special meeting next week.

Summer Camp

Currently 50% of the spaces are filled. Registration will be extended to give more time to families to register. The threshold to be sustainable is 50 students. We cannot make any profit from the summer camp, so we are going to refund the families if there are leftover funds. The Finance Committee worked on this, and consulted lawyers.

Hiring Plan

We hope to welcome up to 4 interns.

State of the School

There was a consensus that the State of the School should be led by the Board and ED. FCSC can participate.

Jean will identify several dates in March with Farid.

Mathilde will share PP from last year with Jean and Krystle.

Renewal

A board member asked if Farid needed help to kickstart the work. Farid says he needs help finding additional contractors, and one Board member to serve on each of the four groups. Farid will create a folder Board members can look at.

SARC

Annette moves to approve the School Accountability Report Card. Frédéric seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

B. FCSC Update (Jean)

FCSC elections will take place soon for the parent representative.

C. Standing Committees

a. Finance/Audit Update (Krystle)

i. YTD Financial Review and Forecast

Krystle went over the financial presentation (see packet).

ii. 2019/20 Budget development

A board member asked about how conservative we should be when planning the budget. Farid said we are conservative right now, and can revise the numbers as needed after the lottery.

iii. Salary Schedule and Raises

Frédéric moves to approve a 3% raise for salaries. Annette seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

iv. SPG contract for Special Education for Approval

Frédéric moves to approve the \$40,000 cost increase to cover the special education service we are required to provide. This will cover the remainder of the year, using a contracting agency. The position has been advertised to recruit a special education teacher for next year. Annette seconds the motion.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

v. 2018-19 Third-party contract for Approval

The Board is voting on new copier service (25% savings in cost), and new janitorial service (third party to employee full-time in-house benefited position). Frédéric moves to approve. Carolyn seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

vi. Board on Track Proposal for Approval

Board on Track is offering their service for \$6,000 for two years, so \$12,000 for two years.

Jean moves to approve the adoption of the Board on Track service. Mathilde seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		

Jean Johnstone	X		
Mathilde Andrejko	X		

vii. 2019 Francophone Summer Camp

Tabled. We are waiting on the school district's Facilities Use Agreement revision.

viii. Second Interim Report

This second report is based on financials from July to January. It is split between restricted and non-restricted funds.

Mathilde moves to approve. Jean seconds.

Board Member Name	Yes	No	Abst
Annette Dennett	X		
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

b. Governance Update (Annette)

i. Prospective Board Members Interview

David Phillips is sick and could not come today. He works for Educate78, and does a lot of strategy and data analysis. Celeste Dubois-Flax is attending as a guest and is a prospective Board member. She is a recently retired OUSD teacher.

ii. Recommendation on Parent Rep Description and Election Process

Tabled.

Annette leaves the meeting at 9:42 pm.

iii. Executive Director Evaluation

Mathilde will work with Farid on continuing the goal and defining a simple process. Frédéric and Carolyn are available to review.

iv. Executive Director Goals & Matrix

See above.

v. Board Annual Goals

There was a suggestion to use the Board on Track tool to develop and track goals. The renewal criteria should be taken into account when developing the goals.

vi. Parent Rep Description

Tabled.

c. Facilities Update (Mathilde)

- i. **Prop 39 2019-20 Preliminary Offer**
- ii. **2018-19 Facilities Lease Agreements**

See packet. The Facilities Committee is meeting on Monday to discuss the response to the preliminary offer.

- d. **Education Update (Jean)**
 - i. **Meeting Schedule**

Next meeting originally scheduled for March 19, at 8:30 am.

Meetings can no longer take place at school during the day because meetings need to take place in a main building classroom, as reminded by the district.

- D. **Policies**
 - a. **Comprehensive School Safety Plan**
 - i. **Update with Safety Drill Schedule 2018-2019**

Tabled.

- b. **Enrollment Policy**
 - i. **Transitional Kindergarten Early Admission**

Mathilde moves to approve removing the section regarding the early admission to TK. Carolyn seconds.

Board Member Name	Yes	No	Abst
Carolyn Choy	X		
Frédéric Boulay	X		
Jean Johnstone	X		
Mathilde Andrejko	X		

- ii. **1st Grade Early Admission**

The group agreed to leave the text as is.

- iii. **Exemption from the Lottery for Children of Employees**

The Board may revisit this later if it is brought up as an issue. At the moment, exemption and lottery priority are equivalent enough to leave as is.

- E. **Review of Best Practices for Distribution and Archival of Board Meeting Agenda and Minutes**

Tabled.

- F. **Review Action Items and Future Agenda Items (Mathilde)**

- 2019-20 Calendar
- 1/17/19 Special Board meeting minutes
- April meeting: LCAP discussion
- Add renewal as a standing item for future meetings
- Vote on David Phillips joining the Board

IV. ADJOURN AT 10:42 PM