

**MINUTES**

**Francophone Charter School of Oakland**

**Board of Directors Regular Meeting**

9736 Lawlor Street, Oakland, CA

Thursday, September 19, 2019 at 7:00 PM

# OPENING ITEMS 10 MINUTES

* 1. **Call to Order at \_\_\_7:08 pm\_\_\_\_\_\_\_\_\_\_\_\_.**
  2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Board Member Name** | **Present** | **Absent** |
| Annette Dennett | X |  |
| Carolyn Choy | X |  |
| Daniel Kokodoko | X |  |
| David Phillips | X |  |
| Erin O'Donohue |  | X |
| Frédéric Boulay |  | X |
| Hervé Bruckert | X |  |
| Jean Johnstone | X |  |
| Rob Montraix | X |  |
| Farid Senna, Ex Officio | X |  |

Guests: Peter Laub, EdTec; Sandie Stringfellow, Stringfellow Education Consulting; Mathilde Andrejko, FCSO Founder; Renae Waneka, FCSO Founder

* 1. **Approval of Agenda**

**-Amend: Move Board on Track Presentation to the top of the agenda Carolyn Motioned, David Seconds, All in favor.**

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| --- | --- | --- | --- |
| **Board Member Name** | **Yes** | **No** | **Abst** |
| Annette Dennett |  |  |  |
| Carolyn Choy |  |  |  |
| Daniel Kokodoko |  |  |  |
| David Phillips |  |  |  |
| Erin O'Donohue |  |  |  |
| Frédéric Boulay |  |  |  |
| Hervé Bruckert |  |  |  |
| Jean Johnstone |  |  |  |
| Rob Montraix |  |  |  |

* 1. **Consent Agenda Carolyn motioned, David Seconds, All in favor.**
     1. Regular Board Meeting Minutes: 8/22/2019
     2. Special Board Meeting Minutes: 09/05/19
     3. 2019-20 Board Meeting Schedule - Revised

# PUBLIC COMMENT UP TO 20 MINUTES

**Non-agenda items:** Public comments on non-agenda items shall be made at the beginning of the Board meeting. 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.

**Agenda items:** Please add your name to the “request to speak” form if you would like to speak on an agendized item. When that item comes up, you will be asked to stand, state your name for the record and make your presentation. No individual presentation shall be for more than 3 minutes.  
Non-English speakers who utilize a translator shall receive twice the allotted time to address the legislative body, unless simultaneous translation equipment is used.

*The full public comment policy is available in the Board meeting binder.*

# ACTION AND DISCUSSION ITEMS 1 HOUR 55 MINUTES

1. Board on Track Presentation
2. Executive Director Report (Farid) 45 min

* 1. Charter Renewal Updates:
     1. Charter Renewal Hearing Communication and Engagement Plan (Farid)
        1. Invitations sent to community via Parentsquare for this Saturday at 2 pm (after the Walkathon) organized by FCSC. Board should be invited to attend and participate. Will be a presentation of renewal and how the process works, CCSA will talk about the public hearings and how to organize parents etc.
        2. Another CCSA workshop geared for parents/students, the other for staff/board etc, date TBD.
        3. We anticipate hearings late Oct early Dec, but not set yet. Should know 15 days before hand.
        4. Board Renewal committee meeting weekly with Sandy and Farid to prepare for hearing. They will set meeting for next week, but after that Sandy is done with contract.
        5. Young Minney have redline copy as well; should be completed this week.
        6. Still awaiting details from CCSA as well, should have end of tomorrow. All this leads us to not wanting to have a vote tonight.
        7. Sandie reported on document changes since last mtg.
        8. Still in progress: Parent and Family handbook. Plan in place to address chronic absenteeism of student group; Francophone needs to be drafting in the petition, is data analysis happening, transportation, etc? Recognition and thought. Farid and team holding this, Awaiting response from YMC.
        9. Site visit: Binder and all updates will need to be ready; Farid is holding this. Thurs 9/26 and Tues 10/1 are the two scheduled site visits.
     2. Petition Draft for Vote (Sandie Stringfellow/Farid)
        1. OUSD will not accept anything before October 10th when the window opens. FCSO plus 4 others to submit October 10th.
        2. Sandy’s contract over next week on the 26th.
        3. Plan Special meeting to approve the petition--October 3rd possible.

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* 1. Report including:
     1. SBAC Updates/Results: see folder for results
     2. Employee Handbook (19-20) Vote tabled
        1. Still with YMC, looking to align with Student and Family Handbook, and with the needs of the renewal.
     3. Student and Family Handbook Vote tabled

1. Standing Committees
   1. Finance/Audit Update (Daniel) 20 min
      1. YTD Budget vs Actual Financials Review
         1. Herve and Daniel explained the variance from last month and are working with EdTec to resolve these issues.
      2. Finance Committee Meeting Dates
   2. Governance Update (Erin) 25 min
      1. Retreat (Dave/Annette)
         1. Retreat set 18 October, location TBD.
         2. Governance com creating agenda and finding facilitation
         3. Presenting some items this evening for discussion:
            1. 3 main goals: build relationships, better sense of goals as an organization, understanding what each of the committees are doing.
            2. Agenda: storytelling on the founding, shared understanding of the history etc, Vistioning, hi-level goals, World Cafe on Committee goals and actions
            3. comments: can we cover roles and responsibilities of Board v ED? Is the format too structured?
      2. Board on Track (Jean)

* 1. Education Update (Jean) 10 min
     1. Updates
     2. Committee Description for Vote
        1. Send back to committee for clarity on one bullet point re: special projects

* 1. Facilities Update (Carolyn) 10 min
     1. Co-Location and Engagement Updates
        1. Behind due to renewal focus, but catching up. Is also reviewing safety concerns on locations.

1. Action Items and Future Agenda Items (Erin)

-Safety Plan: Referencing Howard Safety Plan make a regular part of the meeting, not consent agenda next time. 5 min

-Tabled: Safety Plan: Referencing Howard Safety Plan and Revised Complaint/Policies Paperwork with Updated Ombuds Information

- Tabled: Vote on Employee Handbook and Student and Family Handbook next meeting; they are still being held by YMC and aligned.

- Vote on revised EdCom description.

-October 3rd special meeting

-Secretary Role and staff responsibility for posting agendas, minutes, etc

# ADJOURN AT \_\_\_\_\_10:14 pm\_\_\_\_\_\_

**NOTES This legislative body conducts business under the meeting requirements of the Ralph M. Brown Act.**

MEETING AGENDA & RELATED MATERIALS

Under the Brown Act, agendas for regular board meetings will be posted at the meeting site and the legislative body’s website, if applicable, 72 hours prior to the start of the meeting; agendas for special meetings will be posted at the meeting site and the legislative body’s website, if applicable, 24 hours prior to the start of the meeting. Materials relating to an agenda topic that is a matter of public record in open session, will be made available for public inspection 72 hours prior to the start of the meeting, or, alternatively, when the materials are distributed to at least a majority of board members. The order of consideration of matters on this agenda may be changed without prior notice.

SPECIAL PRESENTATIONS MAY BE MADE

Notice is hereby given that, consistent with the requirements of the *Bagley-Keene Open Meeting Act*, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

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 may request assistance by contacting Francophone Charter School of Oakland during normal business hours at [contact@francophoneschool.org](mailto:contact@francophoneschool.org) or (510) 746-0700.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR NON-ENGLISH SPEAKERS

Any non-English speaking member of the public may request a translator by contacting Francophone Charter School of Oakland during normal business hours at [contact@francophoneschool.org](mailto:contact@francophoneschool.org) or (510) 746-0700.

FOR MORE INFORMATION, please contact Francophone Charter School of Oakland during normal business hours at [contact@francophoneschool.org](mailto:contact@francophoneschool.org) or (510) 746-0700 as far in advance as possible, but no later than 24 hours before the meeting