

**MINUTES**

**Francophone Charter School of Oakland**

**Board of Directors Regular Meeting**

9736 Lawlor Street, Oakland, CA

Friday, October 4, 2019 at 7:00 PM

# OPENING ITEMS 10 MINUTES

* 1. **Call to Order at \_\_\_7:09 pm\_\_\_\_\_\_\_\_\_\_\_\_.**
  2. **Roll Call**

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Member Name** | **Additional Location** | **Present** | **Absent** |
| Annette Dennett |  | X |  |
| Carolyn Choy |  | X |  |
| Daniel Kokodoko |  | X |  |
| David Phillips |  |  |  |
| Erin O'Donohue | 3200 Revere Ave. Oakland, CA 94605  415-282-0552 | X |  |
| Frédéric Boulay |  | arrived at 7:25 pm |  |
| Hervé Bruckert |  | X |  |
| Jean Johnstone |  | X |  |
| Rob Montraix |  |  | X |
| Farid Senna, Ex Officio |  |  | X |

* 1. **Approval of Agenda Jean motions, Carolyn seconds**

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

* 1. **Consent Agenda: Carolyn Moves, Daniel Seconds, All in favor**
     1. Regular Board Meeting Minutes: 9/19/2019 (TABLED)
     2. Special Board Meeting Minutes: 9/23/19
     3. Special Board Meeting Minutes: 09/26/19

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

# 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. Communication Plan to Community & Leadership Succession (All/Transition Committee) 10 min

* Town hall for community on Monday 10/7, and meeting with staff on Monday 10/7 at 3:30

1. Executive Director Report/Renewal Committee Updates (Farid/Renewal Committee) 10 min

* 1. Charter Renewal Updates:
     1. Charter Renewal Hearing Communication and Engagement Plan/Updates
* Latest Draft back from YMC is in the folder.

1. Standing Committees
   1. Finance/Audit Update (Frederic & Daniel) 20 min
      1. Financial Report from 10/04/19 Finance Special Meeting

* Although our departing ED reported to board at 8/19 meeting that 319 students had enrolled for this school year and stated that there were no issues with meeting our target ADA, actual total students enrolled is far less and ADA funding will be substantially lower than anticipated. Per Edtec we have never had more than 290 enrolled at any time since the start of this school year. Assuming 290 enrollment for budget purposes. Finance committee will be working on emergency measures to address budget consequences. We will likely need to tap into the reserve for this school year. We will also likely use reserve funds for unanticipated costs related to hiring Acting ED, Interim ED, and permanent ED positions.
* Next finance committee meeting is 10/17
* FY19 actuals are not finalized, waiting on Edtec
  + 1. Approve Updated Budget for FY 2020 (TABLED)
  1. Governance Update (David/Erin) 5 min
     1. Retreat
* Postponing retreat due to leadership transition and the fact that several board members are volunteering 25+ hours per week to the school right now to clean up messes, manage transition, and complete emergency hiring. Will aim for December or January.
  1. Education Update (Jean) 5 min
     1. Updates-Annie and Laurence presented at the last meeting to discuss curriculum. There was a presentation from Rogers Family Foundation around academics, etc.
     2. Committee Description for Vote - Tabled

* 1. Facilities Update (Carolyn) 10 min
     1. Prop 39 Updates
* Streamlined process: Don’t need meaningfully interested student forms any more
* Need to coordinate with staff on enrollment projections

1. Closed Session (Started at 8:13 pm ) 45 min   
   CONFERENCE WITH LABOR NEGOTIATOR(S)

Agency Designated Representative:        Board Chair

Unrepresented Employee:                         Temporary Acting Executive Director and/or Interim Director

1. Open Session (Started at\_\_10:20 pm\_\_\_\_\_)    5 min

Report out on closed session actions taken.

Board voted to offer the positions of Temporary Acting Co-Executive Directors to Charlette Richardson and Laurence Champomier, with additional stipend to be paid to both in consideration of the additional job responsibilities they will be temporarily assuming.

# ADJOURN AT \_10:21 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