



MINUTES
Governance Committee
Francophone Charter School of Oakland
Location:
3200 Revere Ave. Oakland, CA 94605
Thursday September 5, 2019
8:30AM-10AM

1. OPENING ITEMS

a. **Call to Order: 8:52**

b. **Roll Call:**

Committee Member Name	Present	Absent
Annette Dennett	x	
Jean Johnstone	x	
Erin O'Donohue	x	
Kirk Anne Taylor	x	
David Phillips	x	

Guests: none attended

c. **Approval of Agenda:** Annette motioned to approve, David seconded, all in favor.

2. PUBLIC COMMENT

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

3. ACTION & DISCUSSION ITEMS

Agenda Item	Purpose	Who	Time
Approval of 6/26/19 minutes	Approve	All	5

Annette motions to approve, David seconds, all in favor			
<p>Board retreat</p> <p>Discussed goals, agenda, schedule, personnel for the day</p> <p>Group agreed that while hiring an outside facilitator would be great, it's not the best use of the school's resources, particularly when we have in-house experience to draw on</p> <p>Unfortunately 10/18 does not work for all, but is the best date we've found in 2 rounds of scheduling attempts, so we're proceeding</p> <p>David to develop draft agenda based on committee discussion and circulate to full board at 9/19 meeting for feedback</p> <p>Erin to research Brown Act working session regs and how to notice/agendize/invite guests</p> <p>Jean to research free and low-cost locations</p> <p>Annette to speak to Farid about any budget for food/facility</p> <p>Annette to speak to committee chairs about whether they'd like to involve non-board committee members to take place in "World Café" exercise and potentially other exercises</p>	Discuss	All	30
Recruitment/succession	Discuss	All	15
<p>Discussed continual efforts to recruit new board and committee members, including outreach with new families</p> <p>Board self-assessment</p> <p>Kirk Anne agreed to take the lead on this. She will review prior year</p>	Discuss	All	15

<p>survey and results, and recommend questions/format for this year.</p> <p>Jean to check on whether this can/should be done within Board on Track vs. external platform.</p>			
<p>Board on Track/Secretary duties</p> <p>2 separate issues:</p> <p>1. Board on Track training/onboarding/transition needs to happen. Jean to connect with BoT for more info.</p> <p>2. Secretary duties which were previously agreed to be re-assigned to staff still need to be taken care of. Majority of these are outside of BoT functionality. Annette will bring to full board for discussion at either 9/19 or subsequent meeting.</p>	Discuss	All	10

4. ADJOURN: 10:23 AM

Future agenda items “parking lot”: annual Form 700 process, SB126 teleconferencing requirement, suicide prevention policy, ED eval/survey, succession planning for ED and for board leadership roles