



**Minutes**  
**Governance Committee**  
**Francophone Charter School of Oakland**  
Location:  
3200 Revere Ave. Oakland, CA 94605  
Thursday January 9, 2020

**1. OPENING ITEMS**

a. **Call to Order: 8:37**

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 motions, David seconds, 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
<b>Approval of 12/5/19 minutes</b>  David moves, Kirk Anne seconds, all in favor	Approve	All	5

<p><b>Board retreat</b></p> <p>finalized plans for tomorrow's working session</p>	Discuss	David	15
<p><b>Board self-assessment</b></p> <p>7 of 8 board members have completed, useful feedback that will drive some of discussion at tomorrow's retreat and creates a roadmap for our work as a governance committee during the upcoming year</p> <p>Kirk Anne took the lead on this and is willing to do a followup assessment in later in the year</p> <p>David suggested a longer working session in the coming months for this committee to dig into triaging and action planning re: board capacity building</p>	Discuss	Kirk Anne	15
<p><b>Board recordkeeping, inc. Board on Track integration</b></p> <p>Annette and Erin have meeting scheduled with Mark and Annie to routinize new system and integration with Board on Track platform</p>	Discuss	All	10
<p><b>Recruitment</b></p> <p>Several parents with finance expertise have been identified as prospects for the finance committee- still working to bring them onboard</p> <p>Several new parents on Education Committee, discussed committee recruitment needs moving forward</p> <p>Followed up on discussion of parent-elected board member and</p>	Discuss	All	15

<p>challenges with filling and integrating that role; still collecting legal/best practice input from YMC and other schools; Annette will put on the agenda for next general board meeting</p> <p>Teacher-elected board member was suggested in public comment at last meeting; while we want to encourage input and involvement from teaching staff we already looked into this in the past and the clear advice we have received from YMC, CCSA, Board on Track, etc is that this would create numerous conflict of interest issues and a need to recuse from critical board decisions. Last year we prioritized elementary and middle school teaching and administration experience in recruitment of non-FCSO-connected board members, moved one French-speaking teacher candidate through the recruitment pipeline to final stages, but she ultimately chose not to seek election to the board. This remains a recruiting priority for this year.</p>			
<p><b>Legal compliance</b></p> <p>Discussed possibility of initiating a contract for all board members to sign each year formalizing the commitments they are making to the school and clearly laying out the expectations of the role, including the fiduciary/legal responsibilities and duty to maintain confidentiality of Brown Act closed sessions</p> <p>Will float this idea at the retreat tomorrow and bring to future committee and general meetings if there is sufficient interest</p>	Discuss	Erin	5
<p>Suicide Prevention Policy</p> <p>Waiting on necessary staff inputs</p>	Discuss	Annette	5

