



Minutes
Governance Committee
Francophone Charter School of Oakland
Location:
3200 Revere Ave. Oakland, CA 94605
Thursday March 5, 2020
8:30AM-10AM

1. OPENING ITEMS

a. **Call to Order: 8:35AM**

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: Mark Kushner, Interim Executive Director

c. **Approval of Agenda:** David motions, Kirk Anne 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
Approval of 1/9/20 minutes	Approve	All	5

<p>David motions, Kirk Anne seconds, all in favor.</p>			
<p>Board retreat/self-assessment followup</p> <p>David working on writeup and next steps; will present brief overview at upcoming general board meeting and gather input on best way to routinize strategic planning discussions during the next year. Kirk Anne will assist David a needed with retreat/strategic planning/self-assessment follow up.</p>	<p>Discuss</p>	<p>David and Kirk Anne</p>	<p>15</p>
<p>Board compliance (training, complaints, roles/responsibilities, contract)</p> <p>Members reviewed a draft board contract and will get edits to Erin in advance of upcoming regular board meeting. Goal is to have this in place ASAP to address role clarity concerns and serve as a tool in recruitment and onboarding of new members.</p> <p>Closed session discussion to discuss “board HR” will take place at an upcoming regular board meeting.</p>	<p>Discuss</p>	<p>Erin, Mark</p>	<p>15</p>
<p>Recruitment, retention and succession</p> <p>Discussed next recruitment push for non-parent board members.</p> <p>Also working to implement prior policy of recruiting parent members from existing Brown Act committees and continuously inviting school parents to join the committees to create a board development pipeline and increase capacity for substantive committee work. Extra attention will be paid to identifying and recruiting new</p>	<p>Discuss</p>	<p>All</p>	<p>15</p>

<p>parents/parents at the Howard campus.</p> <p>Jean Johnstone needs to step off of the board in the next few months, a succession plan was developed including David Phillips agreeing to step into the Education Committee Chair role.</p> <p>Governance Cmte will present a slate of prospective board officers at the April regular board meeting. Annette will have individual discussions with all members to gauge willingness to serve in various leadership roles.</p> <p>We will move forward with April governance meeting despite being over the school's spring break in order to finalize slate of board officer candidates in advance of Annette's parental leave.</p>			
<p>Board recordkeeping, inc. Board on Track integration</p> <p>Although staff is at capacity, there is still more that needs to be done to comply with previous agreements on staff role in board recordkeeping. Mark agreed that later this school year he will get staff onboarded with Board on Track.</p>	Discuss	Erin	5
<p>Public comment policy/communications policy re: protests</p> <p>Mark is in touch with our attorneys to plan for ensuring that board meetings can continue despite any protests.</p>	Discuss	Mark	10
<p>Elections</p> <p>FCSC is identifying candidates for parent-elected board member role. So far several interested candidates have changed their mind, but it appears that we will have 1-2</p>	Discuss	Erin	5

<p>candidates who are willing to move forward. Marie-Therese is arranging for these prospects to connect with Jean and Mark, gathering their info for conflict of interest check, gathering their bios to be shared with the school community.</p> <p>Need to change language re: “family” to “parent” in next Bylaws update.</p>			
<p>Suicide Prevention Policy</p> <p>Staff working on necessary inputs to policy.</p>	Discuss	Annette	5
<p>Future agenda items parking lot:</p> <p>Ombudsperson policy Bylaws update (parent-elected member position language)</p>			