

Charlotte Lab School Board of Directors Monthly Meeting: General Meeting

Monday, February 24, 2020, 5:45pm | Charlotte Lab Middle School Campus, 600 Seigle Avenue

CONFLICT OF INTEREST STATEMENT

A conflict of interest is a transaction or arrangement that might benefit the personal, family, or business interests of a Board member. Board members have a fiduciary duty to conduct themselves without conflict to the interests of CLS. In their capacity as Board members, they must subordinate personal, individual business, third party, and other interests to the welfare and best interests of CLS.

BOARD Duties

Duty of Care: Directors must act prudently and actively participate in advancing Lab's mission and goals.

Duty of Loyalty: Directors must place Lab's interests above their own.

Duty of Obedience: Directors must abide by all applicable laws and regulations.

BOARD NORMS

Must act at all times in the best interest of the school;

Maintain confidentiality;

Be respectful and professional in discussion and disagreement;

Stay on topic and be sure that comments are school-related; and

Limit side conversations - use the "parking lot" to table topics for discussion at future committee sessions or meetings.

AGENDA

Time	Duration	Topic	Presenter/Facilitator
5:45pm	5'	<ul style="list-style-type: none"> Welcome & Reminders of Board practices/norms 	<i>Rashidah Morgan</i>
5:50pm	30'	<p>Executive Director's Report</p> <ul style="list-style-type: none"> Due to pressing items re: new campus configuration, I have asked HoS to present mid-year reports in March Charter Renewal officially approved by SBE Presentation & discussion of Risk Analysis for new plan, Q&A Presentation & discussion of FAQs document for new plan Please join for any/all of these events: <ul style="list-style-type: none"> Wed 2/26: 2:45-4pm, Drop-in Q&A @LS Wed 2/26: 5-7pm, Open House Rising 9th @US Wed 2/26: 8:30pm, Web Presentation - online Thurs 2/27: 6-7pm, Open House Rising 6th @US Thurs 2/27: 7-9pm, Open House -All @US Fri 2/28, 7:45-9am, Drop-in Q&A @MS 	<i>Mary Moss (via conference call)</i>
6:20pm	60'	<p>Committee Reports</p> <ul style="list-style-type: none"> Finance: Casey/Nicole <ul style="list-style-type: none"> Monthly budget report Facilities: Ed <ul style="list-style-type: none"> Update Development/Advancement: Dean, Susan, Sarah, Michelle School Culture Subcommittee: Krista <ul style="list-style-type: none"> DE&I grant update: Nick T & Mary Community Wellness Committee: Brett Governance Committee: Lindsay <ul style="list-style-type: none"> Bylaws discussion (15'): Extend term to 3 years VOTE: Bylaws & Resolution New board member discussion (15') Student & Staff Performance Subcommittee: Rashidah <ul style="list-style-type: none"> Mary's mid-year review discussion & plan 	<i>Committee Chairs and/or School Representatives</i>

7:20pm	2'	Approve Minutes from the January meeting
7:22pm	3'	Public Comments (if any; statements are limited to 3 minutes and may not reference individual circumstances, individual students or faculty members)
7:25pm		Adjourn meeting

Charlotte Lab School Board of Directors Monthly Meeting MINUTES

Recorded by Free Nixon on 2.24.20

PRESENT IN-PERSON: Rashidah Morgan, Lindsay Thompson, Paola Pilonieta, Sarah Brody, Nicole Mottershead, Nick Tripplett, Ed Martinez, Brett Blumenthal, Michelle Hunt, Free Nixon

PRESENT VIA PHONE: Mary Moss, Susan McBarnet, Catherine Malone, Krista Lewis- Johnson, Vikki Tunick, Ricky Singh, Meg Scott, Casey Rentch

ABSENT: Tom Murray, Nick Clavin, Dean Emmerton

Welcome: 5:50 pm Rashidah Morgan

Executive Director Report:

The NC State Board of Education approved our 7-year charter renewal.
Reviewed the Risk Analysis and FAQ

Committee Reports:

Finance (Nicole Mottershead)

Working on getting a set budget (please see document)

Facilities (Ed Martinez)

16 month lease signed on new location for the US

Focus is on the long term lease

Rashidah suggested that each Board Member reach out to Mary to confirm which date they would attend.

Sarah Suggested we host the March meeting at the Upper School

Vote on resolution to approve ad hoc lease committee to act on Board's behalf to move forward with negotiations on upper school facility

Ed Martinez made a motion

Brett seconded

All approved

Development/ Advancement (Michelle Hunt)

\$20,000 Innovation fund amount

Wells have changed their process

Boosterthon discussed - what will be the impact on Innovation Fund?

March Madness theme will be used to promote Innovation Fund with students/families

In May Phone calls/emails will take place

Michelle shared about giving levels as a tool to get Lab family and friends involved

School Culture/DE&I

Resource library has been created

Goal is to have Lab Leadership and Board meet for training prior to roll-out of events/plans for community

Governance

Vote for Vice Chair Position-- Rashidah Morgan (she did accept the nomination)

Nick T made a motion

Nicole seconded

All agreed and Rashidah Morgan is the new V. Chair

Vote to update bylaws: change article 5 section 3

article 6 --updated bylaws (to be continued)

Nick T made a motion

Rashidah seconded

All agreed

Vote to update bylaws: First resolution for 2020 for current Board members to extend terms

Sarah B made a motion

Ed Martinez seconded

All agreed

Wellness & Culture

Screen free week went ok and wellness week was a success

School performance

Executive Director and school staff members were dismissed so that committee could present plan and discuss Mary Moss's mid-year review process.

New Business:

N/A

Public Comments:

N/A

Vote on Minutes:

N/A

Adjourn: 7:33 pm --Rashidah Morgan adjourned the meeting.

Next Meeting: March 23rd, 2020 @ 5:45pm via Zoom