

Charlotte Lab School Board of Directors Monthly Meeting: Committee Meetings

Monday, May 18, 2020, 5:45pm |

ZOOM: <https://us04web.zoom.us/j/560456004?pwd=N3B1QUx4M2tKTE1SQUZjR0hvZzU5UT09>

Meeting ID: 560 456 004; Password: 507651

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.

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 https://bcbsri.wealthcareportal.com/Page/Dashboard	Presenter/Facilitator
5:45pm	5'	Welcome <ul style="list-style-type: none"> ● Reminders of Board practices/norms ● Zoom norms: Stay on mute, watch your airtime 	Tom Murray
5:50pm	10'	Executive Director's Report <ul style="list-style-type: none"> ● Strategic plan and 20-21 goals draft 	Mary Moss
6:00pm	30'	Board Business <ul style="list-style-type: none"> ● VOTE: Approve school's TSI plan ● VOTE: Approve new board member nomination ● VOTE: Approve proposed 20-21 new hires in accordance with board compliance obligations 	Committee Chairs and/or School Representatives
6:30pm	5'	Approve Minutes from Meetings on 1/13, 2/24, 3/23, 4/27.	
6:35pm	60'	Committee Break-out Sessions: <ul style="list-style-type: none"> ● Overview of tonight's goals <ul style="list-style-type: none"> ○ Review strategic plan draft and 20-21 goals with your committee's lens and provide feedback comments in draft document linked above ○ Draft your committee's 20-21 goals (in space below) in alignment with strategic plan (linked above) ○ Plan for follow-up meeting in preparation to discuss how these goals will inform campus-specific, then grade level/department-specific goals and plan to present these at June board meeting 	
7:35pm	7'	One-minute committee go-round "headline" share	
7:42pm	3'	Public Comments (if any; statements are limited to 3 minutes and may not reference individual circumstances, students or faculty members)	
7:45pm		Adjourn meeting	Tom Murray

Committee Work Session: 2020-2021 Goals

Committee & Members	Meeting Notes & Goals Draft
<p>Finance Casey, Nicole, Cat</p> <p>Facilities Ed, Ricky, Tom</p>	<p>Finance Present: Tom, Casey, Nicole, Cat and Stephanie G Due to time constraints, the committee did not have enough time to determine if goals from 2019-2020 should remain the same or change for the 2020-2021 school year.</p> <p>We reviewed the Athletics proposed plan and budget for 2020-2021. The plan met with committee approval and a desire to fund at \$10k higher if possible.</p> <p>Facilities Present: Mary, Ricky and Ed</p> <p>Due to time constraints, the committee did not have enough time to determine if goals from 2019-2020 should remain the same or change for the 2020-2021 school year.</p> <p>We prioritized discussions around the current scope and sequence of work for 3325 South Tryon Street as well as the pending lease negotiation with the landlord.</p>
<p>Development & Strategy Michelle, Susan, Dean, Sarah</p>	
<p>Performance & Culture:</p> <ul style="list-style-type: none"> ● Wellness: Nick C, Meegan, Brett ● Culture: Krista, Nick T, Merisha ● Performance: Rashidah, Vikki, Lindsay 	<p>Present: Lindsay, Meg, Meegan, Krista, Merisha, Vikki, Alison, Rashidah, Paola, Brett</p> <p>Due to time constraints, the committee decided to determine if goals from 2019-2020 should remain the same or change for the 2020-2021 school year. Additional notes for each goal can be found in the Strategic Action Plan & Goals 2020-2021.</p> <p>We also chose to prioritize discussions around the boxes in red as these were flagged as key areas that were not developed or given as much attention as desired in 2019-2020.</p>

Charlotte Lab School Board of Directors Monthly Meeting MINUTES

Recorded by Free Nixon on 5/18/2020

PRESENT IN-PERSON: Schools closed due to COVID-19

PRESENT VIA ZOOM: Tom Murray, Casey Rentch, Lindsay Thompson, Paola Pilonieta, Sarah Brody, Nick Tripplett, Krista Lewis- Johnson, Ed Martinez, Dean Emmerton, Susan McBarnet, Brett Blumenthal, Nicole Mottershead, Rashidah Morgan, Mary Moss, Merisha Leak, Ricky Singh, Alison McClain, Stephanie Griffin, Catherine Malone, Meegan Whelan, Margaret Scott, Michelle Hunt, Free Nixon

ABSENT: Nick Clavin

Welcome: 5:57pm Tom Murray opened the meeting

Executive Director Report:(Mary Moss)

Meeting with Loan Department and working on next steps

Free provides weekly care message to staff and providing updates

Feel good Friday where staff will have the time off of devices and take a mental break

On boarding Team that has been established by Free to improve the initial process * New Hire Meet and Greet 5/28 @ 7:30pm*

Mitch Carraway providing Chrome books (Check out), factoring into cost with the Loan

US

5th interview night this week

New Venture Fund Grant

Connecting with new families this week via phone call

MS

Shared grading policy this past week with families

Q&A next week with Mary and Alison

End of Grade Parade style June 1st

Virtual Lab olympics

Advisory will launch reading summer

LS (Vikki was not on yet)

Offering assistance such as gas cards, so that all families can participate

Working on fun end of year activities

Fundraising (Michelle)

172,00

38,500

2,400 (giving Tuesday)

#WHYLAB campaign ends June 6th

Admissions and Enrollment

(See slide from presentation)

Staffing/New Hire

This Thursday we will have a virtual panel for non instructional staff

COVID-19 reopen

- 1) lots of precaution
- 2) rotating schedule/Social distancing
- 3) Remote capacity

July 21st plans have to be submitted to state so during June meeting they will be brought to the meeting

TSI (Target Support Intervention) Plan-

\$10,000 for Professional Development
NCStar= required by state for School improvement
Lab will need our version to be approved by the board
Only students with IEP not 504

Casey made a motion
Lindsay second

New Charter School (new hire list)

Board will need to view all new hires

(Tom Murray) We recognize potential applicants based on Mary's suggestion and we (Board) are approving this list that Mary and the hiring team would like to hire. We are comfortable around the process and we give permission to move forward.

Lindsay made a motion
Rashidah Second

New Potential Board Member

Mary has had a relationship past 2 years

1. Advertise Lab with their constant travel
2. Help with strategically designing space
3. Connect Lab to Charlotte German community
4. New connections to potential bring new Lab families

Lindsay made a motion
Ed second

Minutes for Jan, Feb, March, April

Susan made motion
Casey second

Athletic Director Report (Stephanie Griffin)

Will share during breakout potential budget proposal

Adjourned 7:07 -- (Tom Murray)

Nicole made a motion
Sarah second