



Governance Committee Meeting Minutes
August 5, 2019 11:30 AM - 1:30 PM
Central Office - 300 N. Broad Street - Service Conference Room

Board Members Present: Alison Hartman, Greg St. Etienne and Charles West.

Staff Present: Sabrina Pence, Najah Shakir, Claudia Barker, Rebekah Cain, Tom Shepley and Maya Wyche.

1. Alison Hartman called the Governance Committee meeting to order at 11:30 AM.
2. Alison presented FirstLine Schools' draft August 13, 2019, board meeting agenda for review and discussion.
3. Alison presented FirstLine Schools' current calendar
 - a. The committee slated topic discussions for the next three board meetings:
 - i. Talent Department will present at the September 11, 2019, Board meeting.
 - ii. Student Support Department will present at the November 12, 2019, Board meeting.
 - iii. Parent panel will be held at the January 2020 board retreat.
4. Alison reviewed the resolutions of the three nominees for the Board of Directors at the August 13, 2019, Board meeting:
 - a. Sarita Carriere - will join the Finance Committee
 - b. Jeffrey Howard - is a current member of the Operations Committee
 - c. Mark Stein - will join the Development Committee
5. Sabrina Pence presented the FirstLine Schools' dashboard
 - a. Enrollment update as of August 1, 2019
 - b. State's teacher salary Increases
 - c. Rebekah discussed the litigation update
 - d. Rebekah provided a data systems update and a plan to fill two data team roles that will become vacant in the fall
 - e. Rebekah presented a cyber security update and discussed Arthur Gallagher's cyber protection insurance coverage
 - f. Sabrina provided a Joseph S. Clark update. All operations have been closed out.
 - g. Sabrina presented Joseph S. Clark Schools' graduation rate.
 - i. Communications team will remove Joseph S. Clark information from FirstLine Schools' website except for one page that announces its closure.
 - h. Sabrina presented student achievement results and our approach in FY19-20



- i. Building a strong culture of achievement
 - ii. FirstLine fundamentals
 - iii. Middle school math curriculum
 - iv. Teacher retention
 - v. Special education
 - vi. Utilizing time in the Block at a strong pace (“Sweating the Block”).
6. Governance Committee business:
- a. Alison presented the Governance Committee goals 2019-2020
 - i. The committee discussed and reviewed the committee goals.
 - ii. Naj will include Google Hangouts for further board member participation at the Governance Committee meetings
 - iii. Sabrina Pence will recruit two parent board members
 - iv. Board self evaluation has been sent out. The results will be discussed at the January retreat.
 - b. Alison presented FirstLine Schools’ committee assignments and the FY19-20 slate of officers:
 - i. Charles West will be nominated as Board Chair
 - ii. Greg St. Etienne will seek a board member to serve as Board Vice Chair
 - iii. Greg St. Etienne will be nominated Board Treasurer for another year
 - iv. Alison Hartman will be nominated as Governance Chair and Board Secretary for another year.
7. Alison moved to adjourn the meeting. Charles seconded. Alison adjourned the meeting at 1:15 PM.

Next Governance Committee Meetings (Network Office, SERVICE Conference Room)

- September 5, 2019 11:30 AM - 1:30 PM
- October 30, 2019 11:30 AM - 1:30 PM

Next Board Meetings: (5 -7 PM)

- August 13, 2019 Samuel J. Green Charter School (Cafeteria)
- September 11, 2019 Langston Hughes Academy (Library) (Annual Meeting)
- November 12, 2019 Arthur Ashe Charter School (Library)