



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

In Attendance: Alison Hartman, Greg St. Etienne, Charles West, Sarita Carriere, Kim Henry and Derius Harrell.

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

Alison Hartman called the Governance Committee meeting to order at 11:30 AM.

1. Alison presented FirstLine Schools' draft, September 11, 2019, board meeting agenda for review, edits and discussion.
2. Alison presented FirstLine Schools' current calendar:
 - a. Alison confirmed FirstLine Schools' department topic presentations slated through January 2020.
 - b. FirstLine Schools' Talent Department will be presenting at the September 11, 2019 Board of Directors meeting.
3. Alison presented FirstLine Schools' August 5, 2019, Governance Committee Meeting minutes:
 - a. Greg St. Etienne requested to approve the minutes. Charles West seconded the approval. The minutes were approved by all board members in attendance (present) during this meeting.
4. Alison presented and discussed FirstLine Schools' Governance Committees' 2019-2020 goals and current progress to those goals.
5. Sabrina Pence presented FirstLine Schools' CEO dashboard discussing the following items:
 - a. Enrollment
 - b. Suspension data
 - c. Parent Complaints to date FY 19-20
 - d. Upcoming FirstLine Schools events:
 - i. September. 13: All Staff Garden Party, "Barnyard Bash"
 - ii. September. 24: Meet & Greet, Ralph's at the Park
 - iii. The month of September: Parent Open House to
 - iv. October. 2: Sip & Learn, ASHE
 - v. October 4: FirstLine all Staff Pep Rally and PD
 - vi. October 17: Sip & Learn, Green
 - vii. October 21: Sip & Learn, Wheatley
 - viii. October 26: Sweet potato Fest at Ashe
 - e. Sabrina presented TOP GROWTH DATA of which measures the percentage of students on track for mastery in ELA and math assessments. All FirstLine Schools exceeded the state and district averages.
6. Sabrina discussed other FirstLine Updates:
 - a. FirstLine Schools has promoted Tom Shepley, Ph.D. FirstLine Schools' Executive Director of Leadership to FirstLine Schools' new Chief Academic Officer and Interim Chief Schools Officer.



- b. Sabrina gave an update about the collaboration with a consultant and C-Team to design the CEO of Job Description and other senior leadership job descriptions.
 - c. Sabrina introduced an additional component to FirstLine Schools' orientation for newly elected board members.
 - i. LAPCS offers in-depth training for board members designed to train board members on best practices, responsibilities as a board member of school oversight and fiduciary oversight.
 - d. As an advocacy update, Sabrina updated FirstLine Schools' Governance Committee on the importance of the October 12 primaries, encouraging all members to vote.
 - e. Sabrina presented an overview of New Orleans Public Schools' "Charter Renewal Process." Langston Hughes Academy will have its site visit on September 10th.
 - i. Sabrina explained Langston Hughes' criteria for renewal as follows:
 1. Academic
 2. Organization
 3. Finance
 - ii. School Performance review index
7. Maya Wyche, FirstLine Schools, Chief of Talent, introduced and discussed FirstLine Schools HR/Talent presentation which covered the following topics:
- a. 2019 Paylocity implementation updates
 - b. Web time testing phase
 - c. Support resources
 - d. Annual Review of Human Resources policies and procedures
 - i. Technology & Communications
 - ii. Social media guidance
 - iii. Non- discrimination & Anti- Harassment
 - iv. Harassment vs. Discrimination
 1. Sexual harassment
 2. Retaliation policy
 - e. Maya discussed FirstLines' HR data trends
 - f. Talent updates on the horizons
8. Alison moved to adjourn the meeting. Kim Henry seconded. Alison adjourned the meeting at 1:15 PM.

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

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

Next Board Meetings: (5 -7 PM)

- September 11, 2019 Langston Hughes Academy (Library) (Annual Meeting), 3519 Trafalgar Street, NOLA
- November 12, 2019 Arthur Ashe Charter School (Library), 1456 Gardena Drive, NOLA
- January 10, 2020, and January 11, 2020 (Retreat), Longue Vue Gardens, Playhouse, 7 Bamboo Road, NOLA

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