



**Board Meeting  
October 18, 2021  
Minutes**

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Meeting ID: 725 503 0521

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- **Board Members In Attendance:** David Barbier, Charles West, Sarita Carriere, Alison Hartman, Kim Henry, Carol Starr, Kellie Turner
- **Absent:** George Freeman, Derius Harrell, Lenzie LeBeauf, Mark Stein
- **Staff In Attendance:** Sabrina Pence, Maya Wyche, Tom Shepley, Kirsten Feil, Claudia Barker, Tiffany Robbins, Rebekah Cain, Scott Shirey
- **Presenters:** Eileen Chao, strategic planning consultant; Nancy Fournier, CEO Evaluation consultant
- **Public In Attendance:** None
- **Meeting called to order by Charles West and Roll Call Completed By Rebekah Cain at 5:06 p.m.**

1. Strategic Planning:

- a. Sabrina gave an overview of our strategic planning process, recently completed.
- b. Eileen Chao reported on the methodology used to create the strategic plan, including data analysis, surveys, interviews, and focus groups, and reviewed the summary of FirstLine's strengths.
- c. Eileen also reviewed the key gaps identified and noted that the academic oriented ones reflect pre-pandemic scores. Discussion followed about the perception of need for improvement in teacher professional development and how best to meet the needs of individual teachers.
- d. Eileen reviewed the six strategic priorities that emerged from the planning process, including becoming an anti-racist organization, intentional family engagement, clear roles and responsibilities, outstanding teachers and leaders, strong literacy foundation, and effective interventions and the corresponding six measures to assess progress on the priorities. She pointed out that the academic measures (1, 3, and 4) will need to be revised based on last year's academic performance data and we will need to collect baseline data for the sixth priority - about perceptions of anti-racism measures.

- e. Sabrina announced the creation of the new FirstLine Report Card, which contains many measures of assessing all aspects of FirstLine’s work, to be presented to the board in November. She also described the new 6-7 week Key Progress Indicators (KPI) process, now being implemented in all schools to assess academic progress.
  - f. Eileen encouraged the board to contact her via email at [eileen@empowerforgood.com](mailto:eileen@empowerforgood.com) with any questions and congratulated the planning team on their work. Alison pointed out that FirstLine was the only charter management organisation involved in this state planning process, as the rest of the cohort were traditional school districts, and she credited the staff’s work for this.
  - g. Charles suggested revisiting progress on the plan’s implementation at the January board retreat.
2. COVID-19 Staff Vaccine Policy:
- a. Maya Wyche described the proposed policy that all staff need to be fully vaccinated by January 15th, and any who are not will not be offered contracts for next school year (unless they get vaccinated subsequently and their positions have not been filled). Staff who are not vaccinated would be required to continue weekly COVID testing.
  - b. Maya mentioned that Live Oak and Green staff are fully vaccinated, and LHA is at about 90%.
  - c. Discussion followed about initial staff reaction to the proposed policy and the proposed change in COVID leave policy for unvaccinated staff.
  - d. Charles moved, and David seconded a motion to approve the proposed COVID-19 Staff Vaccine Policy, [FLS-RSL-21-0188](#). The motion passed unanimously.
3. Alison moved to adjourn the meeting to go into executive session at 6:11 p.m. to discuss the CEO’s performance evaluation. David seconded. The motion passed unanimously.
4. Kim moved to adjourn the meeting at 7:05. David seconded. The motion passed unanimously.