

Governance Committee Meeting

Thursday, September 21, 2017

5:30pm

Akili Academy, 3811 N. Galvez Street

Attending Committee Members:, Paul Frantz, Tiffany Robbins, Julius Kimbrough (by phone)

Absent Board Members: none

Staff Attendees: Kate Mehok

Guests: None

5:50 pm: Meeting called to order by Tiffany

5:51 pm: Discussion of revisions to the "Adding new board member policy." Policy will be forwarded to the full board for approval at the September board meeting.

6:10pm: Discussion of new board members. Julius and Kate will research matrix for ideal board makeup and Julius will reach out to one perspective board member. Paul will draft an aspirational statement.

6:15 pm: Motion by Tiffany to amend the agenda to vote on governance chair. Second by Paul. Following request for public comment and there being none, motion approved

6:16pm. Motion by Tiffany to appoint Julius Kimbrough to governance chair. Second by Paul. Following request for public comment and there being none, motion approved

6:20pm. Discussion on creating a policy for adding parents to the board. We will draft one in the interim and look at it at the next meeting.

6:35pm. Meeting adjourned

Crescent City Schools
Finance Committee Meeting
September 25, 2017

Meeting Called to order at 5:28 pm

Attending Committee Members: Tiffany Robbins, Julius Kimbrough (via teleconference)

Absent Committee Members: Doug Harrell, JP Hymel

Staff Attendees: Chris Hines

5:28pm: Discussion of the EOY finance report from 2016-2017.

5:55pm: Discussion of the August 2017 finance report.

6:20pm: Meeting adjourned.

**Crescent City Schools
Finance Committee Meeting
October 23, 2017**

Meeting Called to order at 5:31 pm

Attending Committee Members: Tiffany Robbins (left at 6:35), Doug Harrell, JP Hymel (via teleconference), Julius Kimbrough (via teleconference)

Absent Committee Members: None

Other Board Members in Attendance: Bob Stefani

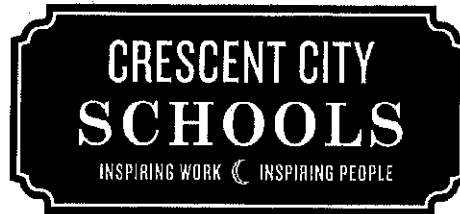
Staff Attendees: Chris Hines

5:31pm: Presentation and discussion of the 16-17 finance led by Mr. Hines.

6:32pm: Discussion of the 2016-2017 audit questionnaire.

6:41pm: Discussion of the September 2017 finance reports.

6:46pm: Meeting adjourned.



Governance Committee Meeting
Tuesday, October 24, 2017
7:00pm
Harriet Tubman Charter School

Attending Committee Members:, Paul Frantz, Julius Kimbrough (by phone)

Absent Board Members: Tiffany Robbins

Staff Attendees: Kate Mehok

Guests: None

7:10 pm: Meeting called to order by Julius

7:11pm: Discussion of revisions to the "Aspirational Statement. After discussion, recommendation was to forward to the full board for approval at the November board meeting.

7:30pm: Julius recommended that Kate reach out to potential board member and invite her to a school to visit. She will then report back at the next committee meeting.

7:35: Discussion of board matrix. Kate will take some of the IMH board matrix categories and add it to hers and we'll look at it again at the next meeting.

7:50 pm: Discussion of adding parents. Recommendation was to continue conversation about adding parents

8:10pm. Meeting adjourned

Crescent City Schools
Finance Committee Meeting
November 27, 2017

Meeting Called to order at 5:36 pm

Attending Committee Members: Tiffany Robbins

Absent Committee Members: Doug Harrell, JP Hymel, Julius Kimbrough

Other Board Members in Attendance: Robert Stefani

Staff Attendees: Chris Hines

5:36pm: Presentation and discussion of special education funding and expenses in New Orleans led by Mr. Hines.

6:08pm: Discussion of the October 2017 finance reports.

6:12pm: Mr. Hines gave an update on the progress of the annual audit.

6:14pm: Meeting adjourned.

Crescent City Schools
Finance Committee Meeting
January 29, 2018

Meeting Called to order at 5:36 pm

Attending Committee Members:

Absent Committee Members: Doug Harrell, JP Hymel, Julius Kimbrough, Tiffany Robbins

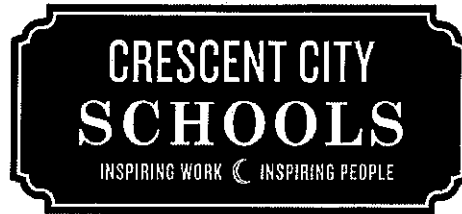
Other Board Members in Attendance: Robert Stefani

Staff Attendees: Chris Hines

Other Attendees: Jeremy Thibodeaux, Ronald Dawson

5:38pm: Presentation and discussion of the organization's annual audit led by Mr. Thibodeaux and Mr. Dawson.

6:23pm: Meeting adjourned.



**Governance Committee Meeting
Tuesday, January 30, 2018
5:15pm
Akili Academy**

Attending Committee Members:, Paul Frantz, Julius Kimbrough

Attending Board Members: Bob Stefani

Absent Board Members: Tiffany Robbins

Staff Attendees: Kate Mehok

Guests: None

5:15 pm: Meeting called to order by Julius

5:16pm: Discussion of the aspirational statement. Statement was edited.

5:29pm. Discussion of the timeline for interviewing and adding parents to the CCS board. Members edited timeline and asked Ms. Mehok to go create a sample application for next meeting.

5:45pm: Discussion of aspiring board candidate. Bob will reach out the candidate to talk about board work

5:55pm. Meeting adjourned

Crescent City Schools
Finance Committee Meeting
February 26, 2018

Meeting Called to order at 5:36 pm

Attending Committee Members: Doug Harrell, JP Hymel (via phone), Julius Kimbrough (via phone), Tiffany Robbins (via phone)

Absent Committee Members: None

Staff Attendees: Chris Hines

5:36pm: Presentation and discussion of the January finance report and annual variance resolution by Mr. Hines.

5:50pm: Discussion of plan to bid out 401k plan.

5:55pm: Meeting adjourned.



Governance Committee Meeting
Tuesday, February 27, 2018
5:15pm
Harriet Tubman Charter School

Attending Committee Members:, Paul Frantz, Julius Kimbrough

Absent Committee Members: Tiffany Robbins

Staff Attendees: Kate Mehok

Guests: None

5:15 pm: Meeting called to order by Julius

5:16pm: Discussion of the timeline for interviewing and adding parents to the CCS board. Discussion of the application for board membership.

5:30pm: Discussion of aspiring board candidate. Candidate will attend board meeting this evening.

5:35pm: Discussion of the LAPCS board bank. Members reviewed the board bank and made plans to reach out to several folks.

5:45pm. Meeting adjourned

Crescent City Schools
Finance Committee Meeting
March 26, 2018

Meeting Called to order at 5:32 pm

Attending Committee Members: Doug Harrell, Julius Kimbrough (via phone), Tiffany Robbins (via phone)

Absent Committee Members: JP Hymel

Other Board Attendees: Bob Stefani

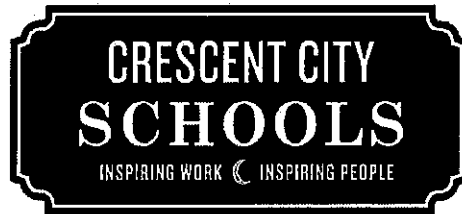
Staff Attendees: Chris Hines

5:34pm: Presentation and discussion of the February finance by Mr. Hines.

5:49pm: Discussion of the 401k plan proposals and the process for selecting one for the organization.

6:20pm: Presentation and discussion of the 401k plan audit.

6:28pm: Meeting adjourned.



Governance Committee Meeting
Tuesday, March 27, 2018
5:15pm
Habans Charter School
3501 Seine Street

Agenda

1. Update on adding parent to the board
2. Discuss current board makeup and needs for additional board member
3. Next steps

Crescent City Schools
Finance Committee Meeting
April 23, 2018

Meeting Called to order at 5:32 pm

Attending Committee Members: Doug Harrell, JP Hymel (by phone), Julius Kimbrough

Absent Committee Members: None

Other Board Attendees: Bob Stefani (5:45 pm)

Staff Attendees: Chris Hines

Other Attendees: Charles Christy

5:32pm: Discussion of the 401k plan proposals received with Mr. Christy from HUB International (Third Party Administrator for the plan). Selection of the Shexnayder/ePlan Services proposal was ratified.

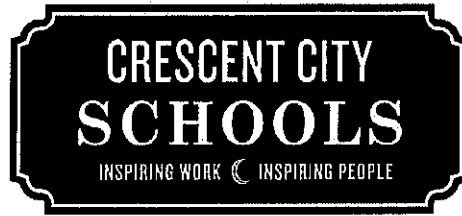
5:56pm: Minutes from previous meetings were approved unanimously.

5:59pm: Discussion of revisions to the organization's finance policies. Decision made to bring revisions to full Board in May for approval.

6:15pm: Discussion of the 990 draft. Decision made to forward to full board for approval with correction to typo on page 2 and correction to 5th-highest paid independent contractor.

6:20pm: Discussion of March finance reports led by Mr. Hines.

6:27pm: Meeting adjourned.



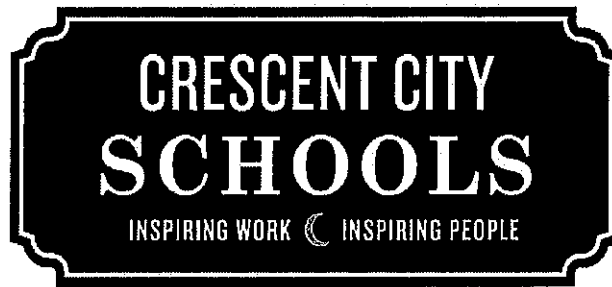
Governance Committee Meeting
Tuesday, April 24th, 2018
5:30pm
Akili Academy
3811 N. Galvez Street
Minutes

Committee Members Attending: Paul Frantz, Julius Kimbrough

Board Member attending: Bob Stefani

CCS Staff Member Attending: Kate Mehok

- 5:32pm Meeting called to order
- 5:33pm: Update on adding parents to the board
Akili parent coming to the board meeting tonight
Paul will reach out to Habans parent
- 5:45pm: Discuss current board member recruitment
Julius will reach out to community board member
- 5:50pm Discuss public comment policy at CCS board meetings
Kate will type up comments and committee will review at
next governance meeting
- 6:00pm Meeting adjourned



Governance Committee Meeting

Tuesday, May 29, 2018

5:30pm

**Harriet Tubman Charter School
2832 General Meyer Avenue**

Minutes

Committee Members attending: Julius Kimbrough (chair), Paul Frantz

Other Board Members attending: Bob Stefani

Guests: Kate Mehok, CEO

5:30pm Meeting called to order by Chair

5:31pm Group discussed visitor/comment policy. Policy was amended and will be forwarded on for a vote of the full board in June.

5:42pm Group discussed current parent applicants. Group decided to invite 2 parents to join the board.

5:55pm Group discussed current community applicant. Governance Chair will connect CEO to applicant to talk in June.

5:57pm CEO shared information on board bank from LAPCS. CEO will share with governance committee chair for him to review.

5:59pm Meeting adjourned.

**Crescent City Schools
Finance Committee Meeting
June 4, 2018**

Meeting Called to order at 5:35 pm

Attending Committee Members: Doug Harrell

Absent Committee Members: JP Hymel, Julius Kimbrough

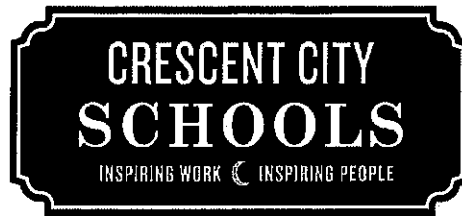
Staff Attendees: Chris Hines

5:32pm: Discussion of the proposed FY19 budgets.

5:47pm: Discussion of revisions to the organization's finance policies.

5:51pm: Discussion of the organization's property and liability insurance coverage for FY19.

6:04pm: Meeting adjourned.



Governance Committee Meeting
Tuesday, June 19, 2018
5:30pm
Paul Habans Charter School

Attending Committee Members: Paul Frantz, Julius Kimbrough

Additional Board Members in attendance: Robert Stefani, Jessica Jolly

Staff Attendees: Kate Mehok

Guests: None

5:22 pm: Meeting called to order by Julius

5:24pm: Motion to approve all Governance Committee minutes for Fiscal Year 2018 by Paul. 2nd by Julius. Hearing no public comment, all voted in favor

5:28pm: Motion to recommend adoption of the revised Visitor and Comment Policy by the full CCS board. Revision included added two lines that, "Comments are limited to 3 minutes unless granted a waiver by the chair" by Paul, 2nd by Julius. Hearing no public comment, all voted in favor

5:29pm: Discussion of current board member recruitment. Kate will meet with candidate at Habans on 6/21. Candidate was invited to board meeting. Julius suggested that active recruitment commence in August when school is back in session.

5:34pm: Motion to recommend Lakeisha Green and Danielle Smith to the full board for two year terms made by Julius. Paul 2nd. Hearing no public comment, all voted in favor.

5:35pm: Discussion of retreat agenda for the August 2018 retreat. Board members asked Kate to revise August 2017 agenda to reflect the desire to have 2 speakers. Julius agreed to reach out to secure speakers.

5:49pm. Discussion of the process for CEO evaluation. Julius expressed a desire to have a board member run the process. Bob and Paul expressed a desire to continue to have the CCS Director of Human Capital run the process and collect and give all survey data to the board chair. Julius agreed to survey others for "best practice" here.

6:01-Meeting adjourned.