**Board Meeting Agenda**

**August 30, 2023 - 8:00 to 9:30am**

**Hybrid Meeting In-Person at James Lawson High School or via Zoom**

Welcome and Introduction 10 minutes Hasina Mohyuddin

* Welcome from Dr. Stephen Sheaffer, Principal of Lawson High School
* Welcome new board members – brief introductions at your table
  + Prompt “who had the biggest impact on you in high school?”
* Emerging Leaders Board reminder

Strategic Growth – Facilities 5 minutes Kfir Alexandroni & Kirsten Dodson

*Creating a workplan to assure facilities meet PENCIL Box expansion needs*

* Introduce and welcome Pizzuti Solutions Team – virtually
* Save the date for September 27th and 28th for design charette sessions with key constituents

Review of Minutes 5 minutes Perry Moulds

* **Approve minutes from the May board meeting.**
* Executive Committee actions since our May meeting
  + Approved two policies to add to Employee Handbook - Political Policy and Sabbatical Policy
  + Approval to use $73,150 of Board Designated Staff Retention fund for FY23 expenses

Development, Marketing, and PR 10 minutes Meredith Jones Long, Kendrick Robinson & Nicole Keefe

*Growing deeper and more philanthropic relationships while using first person story telling*

1. Status on FY24 Board Investments – celebrated 100% participation with “champagne” toast.
2. Celebrate Back to School Breakfast – share feedback on the event to impact 2024 event
   1. Special thanks to co-chairs and board members Todd Figler, Jacky Gomez, Jacqui Hayes
3. Major Donor Thank You event on Sept. 20, seeking high participation

Treasurer’s Report 5 minutes Jose Ferreira

1. Final FY22 financial statements
2. YTD financial statements through July 31, 2023

Board Engagement 10 minutes Kaitlyn Jones & Blake McDaniel

*Building a diverse and engaged community of public education advocates*

1. May board satisfaction survey results; will complete again in November
2. Final results on FY24 board demographics
   1. Do we consider adding other demographics targets for membership, like someone living with a disability since 9.5% of MNPS students live with a disability?
3. Consider November board meeting at 4pm at PENCIL with board social to follow.
4. Conflict of Interest Policy and Statements

MNPS Engagement and Support 10 minutes Jacky Gomez & Devin Lintzenich

*Using technology to link school needs with community volunteers*

1. Hillwood Partner Report – Highlighting Lawson’s PENCIL Partnerships
2. PENCIL Connect Moment – Johari Matthews

CEO Transition 5 minutes John Doerge & Hasina Mohyuddin

*Investing in staff leadership and assuring a solid organization infrastructure as we transition our CEO*

1. Update on search and key elements for engagement
   * “Ted Talk” with final candidates available early October
   * Goal is to make offer by October 31 with new CEO to start January 1
   * Angie remains in place through early/mid-February (longer if necessary)
2. Establish workplan/timeline for a smooth CEO transition spring/summer 2024
3. Continuing to focus on staff retention as well as finalizing our documentation of all key business practices

CEO Thoughts 5 minutes Angie Adams

Tour of Lawson High School with Academy Ambassadors 30 minutes

**Consent Agenda Items**

Diversity, Equity, and Inclusion Journey Olivia Hill & Emily Gruening

*Continuing to develop and implement best practices for an inclusive, supportive environment*

* DEI work plan overview
  + Finalizing KPIs for internal data tracking
  + Compiling internal competencies
  + Conducting internal staff survey

Strategic Growth - Data Robyn Williams & Shani Dowell

*Creating data dashboards accessible to staff and Board to monitor key performance metrics.*

1. Review of Goals:
   1. Define key performance indicators across all departments
   2. Document processes for tracking KPIs
   3. Set Benchmarks for each KPI
   4. Approve departmental dashboards showing KPIs
2. First Meeting – August 10th
3. Next Steps: Internal review of KPIs for Sub-committee approval

**ENGAGEMENT OPPORTUNITIES**

September – Major Donor Thank You Dinner

November 2nd – 7:00am – Principal for a Day

November 15th – Board Meeting – 8:00am to 9:30am at PENCIL and via Zoom

February 21st – Board Meeting – 8 to 9:30am at an MNPS school

May 8th – Board Meeting - 8 to 9:30am at PENCIL and via Zoom

CEO Thoughts:

-funding from Mayor’s office as Direct Appropriation

-hired # of retired teachers to tutor as part of our Connected Literacy grant from TDOE

-$2.2M budget, but FY23 “expense” impact to MNPS was almost $9M

-staff engagement and exceptional performance