**COMMITTEE UPDATES**
**February 2016**

**Governance Committee Report**

Board Recruitment & Election

- There are two parent-elected and two external member seats to fill. So far, four people have expressed interest in joining the Board. Educate 78 will also be recruiting and training interested people and will try to identify matches for our needs (HR and Finance).
- We will run our election concurrently with the FTO and are developing election materials to be finalized by the end of February.
- Please recruit parents to run and external members as the broader a candidate pool we have the better. We often have to recruit more people than slots in order to get them filled as folks can lose interest once they find out the hours required.

Governance

- To enhance the Board's knowledge of the Brown Act requirements, we will pull together information from the California Charter School Association and Educate 78's board training to update the Board on this topic.
- Ann and Luis attended Educate 78's Board Governance meeting for Oakland charter school board members and received the attached documents. Please review the Standards document and take the Governance and Management Quiz in preparation for a discussion at the March board meeting.

**Personnel Committee**
Head of School Evaluation - the personnel committee has developed a proposed interim evaluation process as we migrate to the full cycle evaluation process.

- Vacation Payout - the personnel committee reviewed the current policy in the handbook and is working with the Head of School to get more data. The committee is thinking about the following and would appreciate board feedback/reactions to:
- Moving from PTO and Sick to strictly PTO in 2016-2017
- Capping maximum accrual to 100 hours (currently 40 PTO and 72 Sick) and clarifying this is not an annual limit but an anytime limit
- Payout 50% of accrued PTO (encourages folks to use it)
- Concerning individuals currently over the 40 hour of PTO cap or 72 hours of Sick cap, give them through X date to use it or offer to payout at 50% at the end of this school year, recognizing it is a shared mistake, partly the employee and partly NOCCS operations. - we need more data from Stephen on this one, preferably before the board meeting

Strategic Plan Alignment - the personnel committee reviewed the goals we own as well as support and recommend the following:

Talent - Compensation (Own): recommend change the goal from 90% to on average of less than 1 a year (if you only have 2 HQ teachers, 1 leaving makes it 50%). Swap the 2016/2018 for the sub goals, this year is focused on compensation for highly effective teachers, by 2018 we will do another full compensation study (possibly by 2017)
The committee did express some concern with over focusing on high performers and not adequately investing in future potential high performing teachers, which we will continue to discuss

Talent - Pipeline (Support): Target years are still feasible. Head of School will be developing a draft strategy this year per the Full Cycle Evaluation goals. Similar to previous, recommend change the goal from 90% to on average of less than 1 a year

Talent - Culture of Feedback (Support): NOCCS will be moving to the Marzano's rubric for teacher and Head of School evaluation. Stephen is working to orient the staff to the rubric this year and doing some self reflection. The first goal can be to "pilot" a research-based system by 2017. By 2019 we may be able to add student performance into this system. On the early pipeline system, will wait to see the overall pipeline strategy to set this date.

Talent - Professional Development and Coaching (Support): Will reassess these goals after we get the Spring 2016 survey results and develop a more robust plan. Also hoping the grant will help on this front. Leave as is for now.

Sustainability (Support): Stephen, is 2017 still a strong target for a robust "online" interim assessment system? The other dates look reasonable, with the exception of the Spring 2016

board effectiveness. We would like to discuss this topic more broadly, re: would it make sense to have an external evaluator (worth the cost/value?) Board activities feel very reactive, would an evaluation help us get more proactive?

**Strategic Planning Committee Report**

The strategic planning committee met on February 1 to take a "pulse check" on our goals for the 2015-16 school year.

1. We reviewed the strategic plan and then reviewed the board document that outlined which parts of the strategic plan our committee was accountable for.
2. We are primarily responsible for the "Our Impact" section of the plan.
3. Stephen would like to develop teacher leadership. He and staff leadership will explore the following:
    a. Mariah and Stephen will meet to discuss ILSP network and how NOCCS might be able to benefit from it.
    b. Juliana serves on Educate 78 Teacher Advisory Board
    c. Lauren King is part of New Teacher Leaders
    d. BAWP partnerships
    e. GO Public Schools
4. Each of these will convene before the end of the school year to strategize how to build longer term partnerships with these groups.
5. Further discussion:
    a. Mia believes that one of the things that inhibits us from getting our house in order is our size.
    b. Whatever come out of "Our Impact" needs to be revenue generating
        i. We need to consider the fiscal impact
    c. Business Plan – we need to create eventually when we have more information.
    d. There is a leap we need to take as a school to get to long term sustainability
    e. Teachers would feel more appreciated if board members would come visit their classrooms.

**Development**

**Midyear Report on 2015-16 Goals for Development Committee**
In alignment with Strategic Plan, 2/9/16

**1. Meet NOCCS' fundraising goals through work with Board, FTO, and community.** By 2016 NOCCS will establish a system and mechanism for annual fundraising that is primarily implemented by the FTO or other volunteers

Progress: By *recruiting key parent volunteer leaders* and *training them on systems* developed over the last 3 years by the Development Coordinator/Manager position, we are steadily shifting responsibility for annual fundraising to the FTO (Walkathon, NNO's) and other volunteers (Annual Fund, Auction, Other fundraisers). Examples of work being done by volunteers that was done by staff last year include:

- Entering family, student and gift data into our Little Green Light development database.
- Tracking weekly progress toward Annual Fund goals via LGL and google sheets.
- Reporting fundraising progress to the community via Mailchimp e-blasts.
- The Auction Team is once again Chaired by a parent volunteer.

We've invited the FTO to our committee meetings were able to include an FTO Co-President at our January meeting. We look forward to collaborating with the FTO council more this spring.

And these partnerships are bearing fruit! We met our fundraising goals for the Walkathon and *exceeded* them for the Annual Fund. We anticipate meeting our fundraising goals for the Auction (April 16) as well as for smaller fundraisers, including NOCCS Night Outs, NOCCStoberfest, Farm Boxes and Pizza Days.

**2. Identify and secure institutional support.** NOCCS will successfully increase its foundation funding by $30K per year for the next five years. Foundation funds will be prioritized and targeted primarily towards the key priorities and outcomes established in this strategic plan.

Progress: We received a $10,000 Arts grant from the City of Oakland in July, and will submit a Quest Foundation technology grant in March for between $10,000 and $20,000. We have also developed a subcommittee of parents with grant-writing experience to explore applying for and securing grants. They met in January and are beginning their work, using this shared document to collaborate and track progress. As this group further researches available grant opportunities, they will work to better ascertain the school's grant "fund-ablity" as a non-Title I school (the NOCCS free and reduced-lunch population is 22%)

**3. Cultivate new leadership in the school around fundraising.**
Progress: See above re. grant-writing subcommittee and collaboration with the FTO.

**4. Close out the Capital Campaign**

Progress: We have arranged to have a mural painted in the atrium by NOCCS parents (and muralists) Jet Martinez and Kelly Ording to honor the donors to the Capital Campaign. We've scheduled and are planning a celebration of the Capital Campaign and unveiling of the mural the evening of April 21 (this date may need to be changed due to the Spring Concert).

We received an additional donation of $9,000, and now have almost $100K in the Capital Campaign account. We presented and had approved this proposal to the Board to allocate these funds according and in proportion to the original goals of the Capital Campaign:

- Infrastructure
- Professional Development
- Technology
- Curriculum

**5. By Spring 2016, NOCCS will develop a multi-year development plan to be implemented from 2016 through 2020.**

Progress: This is in process