

Silver Oak High School - Board of Directors Minutes

Saturday, September 26, 2020 @ 9:00AM

28826 Bailey Ranch Rd, Hayward, CA 94542

<https://us02web.zoom.us/j/2616519564?pwd=K3FiUXRpakVzZGtRdmkvSDdEMnlyUT09>

or +1 669 900 9128, Meeting ID: 261 651 9564, Password: SOBoard



1) Call to Order

9:05am

The meeting was called to order by TB

a) Attendance

A – Absent, AA – Apologized Absence, P – Present, T – Tardy

Silver Oak HS Board members

Bauer, Tom	P	Eckart, Helga	P
Bichard, Murielle	P	McMahon, Rick	P
Cespedes, Vinnie	AA	Pagel, Chris	P

Golden Oak Board members

Compani, Amy	P	Gordon da Cruz, Cynthia	P	Rodriguez, Kristin	P
Casquejo Johnston, Luz	P	Madison, Nikitha (NMA)	P	Schenone, Joe	P
Den Hartog, Doug	P	Morales, Mynor	P	Stearns, Roman	P
Espinosa, Jorge	P	Munoz, Nayir (NMU)	A		

b) Reading of Mission Statements, by Cynthia Gordon da Cruz and Murielle Bichard.

c) Acknowledgements

- Tom thanked the team for putting this training together, as well as the presenters.

2) Public Comment

There was no public comment

3) Approval of the Retreat Agenda

Approved	Motion to Approve	Seconded	In Favor – 15	Opposed - 0	Abstain - 0
YES	MB	RS	TB, MB, HE, RM, CP AC, LCJ, DDH, JE, CGC, NMA, MM, KR, JS, RS		

4) Retreat Discussions & Trainings

a) Unconscious bias training – Mwanaisha Sims

Ahead of the meeting, prepare by taking at least one of the Harvard Implicit Bias Test

<https://implicit.harvard.edu/implicit/takeatest.html>

Mwanaisha has trained the faculty at both Golden Oak and Silver Oak.

- The board participated in an introductory implicit bias training facilitated by Mwanaisha, which included lectures, videos, and discussions about diversity as well as small group

Silver Oak High School - Board of Directors Minutes

Saturday, September 26, 2020 @ 9:00AM

28826 Bailey Ranch Rd, Hayward, CA 94542

<https://us02web.zoom.us/j/2616519564?pwd=K3FiUXRpakVzZGtRdmkvSDdEMnlyUT09>

or +1 669 900 9128, Meeting ID: 261 651 9564, Password: SOBoard



break-out sessions. The goal for this training was to raise self-awareness and familiarize board members with the vocabulary surrounding diversity and unconscious bias.

- The training triggered good discussions among board members and it was suggested, that the board should consider a follow up session with Mwanaisha to dive deeper into the subject of bias and discrimination.

---- Break for lunch 12pm to 1pm ----

Action item: Follow up conversation on unconscious bias training and next steps will be added to the agenda for the Oct 1st joint board meeting.

- b) Governance, good practices, & review of skills needed for the merged board – Dan White

Discussion about what it means to be a member of a highly functioning board.

We reviewed a summary written by Dan, based on the following book “Beyond Hand to Mouth” by Nicholas Prassas, which is a tactical finance book. We talked about the characteristics of a weak board versus a successful board.

Main responsibilities are fiduciary, governance and evaluation of the Head of School.

Ranked by importance the responsibilities of a board of Trustees:

1. (1) The board adopts a clear statement of the school’s mission, vision and strategic goals and establishes policies and plans consistent with this statement.
2. (5) The board accepts accountability for both the financial stability and the financial future of the institution, engaging in strategic financial planning, assuming primary responsibility for the preservation of capital assets and endowments, overseeing operating budgets, and participating actively in fund raising.
3. (6) The board selects, supports, nurtures, evaluates, and sets appropriate compensation for the head of school.

Ranked by importance the responsibilities of individual Trustees:

1. (1) A trustee actively supports and promotes the school’s mission, vision and strategic goals, and policy positions.
2. (2) A trustee is knowledgeable about the school’s mission and goals, including its commitment to equity and justice, and represents them appropriately and accurately within the community.
3. (3) A trustee stays fully informed about current operations and issues by attending meetings regularly, coming to meetings well prepared, and participating fully in all matters.

Silver Oak High School - Board of Directors Minutes

Saturday, September 26, 2020 @ 9:00AM

28826 Bailey Ranch Rd, Hayward, CA 94542

<https://us02web.zoom.us/j/2616519564?pwd=K3FiUXRpakVzZGtRdmkvSDdEMnlyUT09>

or +1 669 900 9128, Meeting ID: 261 651 9564, Password: SOBoard



Discussion about what skills should be on the new board and what is the process.

The board should represent the diversity of the community, and represents the parents.

Useful skills to have on the board are legal, governance, financial, fundraising, grants, construction, community relationships, equity/social justice, Montessori expertise.

Process to conduct the selection:

- Have a nominating committee, which includes the HOS of both schools. Decide if it should include an outside consultant to help manage this process and selection.
- Draft an application process (number of positions to fill, how many existing board members versus new persons, job description, documents to submit, timeline, terms)
- Recruit also new candidates to ensure diversity.
- Review all applications (accept community feedback).
- Present recommendations to the joint board for approval.

Application could also include specific skills for being on a committee if not selected to be on the board.

Action item: Discuss at Oct 1st board meeting, and vote on the process in November.

5) Adjournment of the Retreat Meeting

4:15pm

Approved	Motion to Approve	Seconded	In Favor – 15	Opposed - 0	Abstain - 0
YES	AC	JE	TB, MB, HE, RM, CP AC, LCJ, DDH, JE, CGC, NMA, MM, KR, JS, RS		

Notices: Silver Oak High School, a Public Montessori Charter School, is nonsectarian in all its programs, admissions policies, employment practices, and all other operations. The school does not discriminate against any person on the basis of ethnicity, national origin, gender, or disability. In compliance with the Americans with Disabilities Act (ADA) and upon request, Silver Oak may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals, who require appropriate alternative modification of the minutes in order to participate in Board meetings, are invited to contact the School at (510) 370-3334.