

BOARD OF DIRECTORS PROSPECTUS

launch

Learn. Grow. Inspire.

Our Mission

Lead the charge to brilliant outcomes for the children of our community by ensuring equitable access to the highest quality learning and care.

Our Values

Inclusiveness
We honor all social, economic and cultural diversities. We welcome everyone and treat each other respectfully, fairly and equitably.

Balance
With kindness and compassion we acknowledge the well-being of the whole person. Our community is about achievement and the joy of doing/learning.

Excellence
We continually strive to improve. We ask, evaluate, learn, and apply—to strengthen results that advance our mission.

Engagement
We know that communication is key to building trust, consistency and alignment. Listen with care, be proactive, yet thoughtful.

Honor
We recognize our shared responsibility to each other, and to the children, families, and partners we serve. We are responsible for our actions, words and attitudes.

Safety
We never compromise the physical and emotional safety of the children in our care.

Who We Are

Helping All Children Rise to Their Full Potential

Launch provides high-quality, affordable preschool, before & after school, and summer programs at 12 locations in Central, Southeast, and West Seattle. Each year we serve more than 1,000 children — foundational years when our social, emotional, and academic support help launch young lives on a trajectory of success. Drawing on over 40 years of experience, we serve as a proven model of effective programming and a passionate advocate for children, families, and communities.

How We Work

Launch makes a difference for children and families by:

- Providing high-quality, effective programs grounded in research on best practices
- Reducing the opportunity gap and ensuring equitable program access for children
- Collaborating with families, schools, and nonprofit partners to ensure that every child and family has the support and resources they need to be successful
- Publicly advocating for policies, programs, and funding that benefits children and families
- Participating in local, regional, and national program quality and collective action initiatives
- Helping build the youth development field by training teachers through extensive professional development and coaching
- Creating innovative programs that help drive changes in the sector and improve outcomes for children







Where We're Going

We're entering a new era of growth after completing an update to our strategic plan in 2019, and are seeking board members who can play an integral role in our expansion. As part of our strategic plan, we're seeking to

1. Develop new early learning programs in Seattle and South King County.
2. Expand our school-age programs into South King County.
3. Operate a mission-aligned and financially viable summer program.
4. Retain quality expanded learning opportunity programming onsite within our existing elementary schools and maintain a positive partnership with Seattle Public Schools.
5. Define Launch's workplace culture, and improve and expand the ways we recruit and retain qualified staff.

We're seeking Board members who can help us implement our strategic plan. Board service provides opportunities for engaging and inspiring service — you can make a tangible difference in children's lives. Education is a powerful, transformative force and you can play an integral role in ensuring that all children in our community have equitable access to quality learning programs.

Launch Board members grow personally and professionally while they tackle issues that require creativity, planning, and strategic decision-making. They deepen existing skills and learn new skills while making choices that determine the long-term future of our agency.







Launch Programs

Preschool

We currently operate 6 preschool programs in Central, Southeast and West Seattle serving 200 children ages 3-5. All of our preschools participate in the Seattle Preschool Program, whose goal is to expand access to high-quality early learning programs for children whose families otherwise wouldn't be able to afford tuition.

Our educational philosophy is to provide a safe and nurturing environment for children to learn and grow. We know children thrive in school when all three dimensions of learning are supported: social, emotional and intellectual. Our play-based, whole-child approach is tailored to individual needs and strengths, including the support that young learners need to blossom. Lesson plans are driven by each child's interests and needs so they gain confidence in themselves and their ability to navigate an increasingly complex world.



After School Programs

We provide after school programs for children in grades K–5 at 9 elementary schools in Central, Southeast and West Seattle, and full-day programs during school breaks. We offer children a safe physical and emotional space to help them develop a grounded and strong sense of self.

Each day, children have time for homework, outdoor play and sports, healthy snacks and meals, and enrichment activities that build their academic, emotional, and life skills. Enrichment activites are fun, hands-on learning activities that reinforce concepts learned in the school classroom. Our teachers also work to help children develop the social-emotional skills which support academic success.



Summer Learning Camps

Children at our full-day summer camps have a fun and engaging experience with their friends while developing social-emotional skills. They enjoy weekly field trips, make messy art, play outside, and participate in activities and projects designed to prevent summer learning loss and engage children in the areas of math, science, social studies, creative arts, language, literacy, and physical fitness.

Each week of camp has a theme, and children get to explore that themes through a series of hands-on enrichment activities where they can explore and discover new interests and ideas. Launch teachers facilitate activities that keep the children interested and excited to come to camp. Weekly guest instructors and community volunteers also work with the children on projects that will maximize fun and learning.



Leap Ahead

Starting kindergarten is fun, exciting, and different for every child. Our summer-long Leap Ahead program is designed to help preschool children successfully transition from into kindergarten. We focus on developing school-readiness skills and behaviors.

Our program day is designed to mimic a typical school day with a balance of activities and academic practices. Children get a chance to familiarize themselves with the elementary school's layout and staff. We offer age-appropriate summer activities and field trips, kindergarten classroom tours, and mid-day quiet reading time (important for children who are transitioning away from the afternoon nap they may have had in preschool).



Advocacy

Launch is a passionate voice in elevating the quality of early learning and youth programming. As a leader in quality curriculum and program development, Launch is an influential advocate for local, state, and national initiatives that help prepare children for success in school and life. We work to bring awareness and support for the field of early learning and youth development.



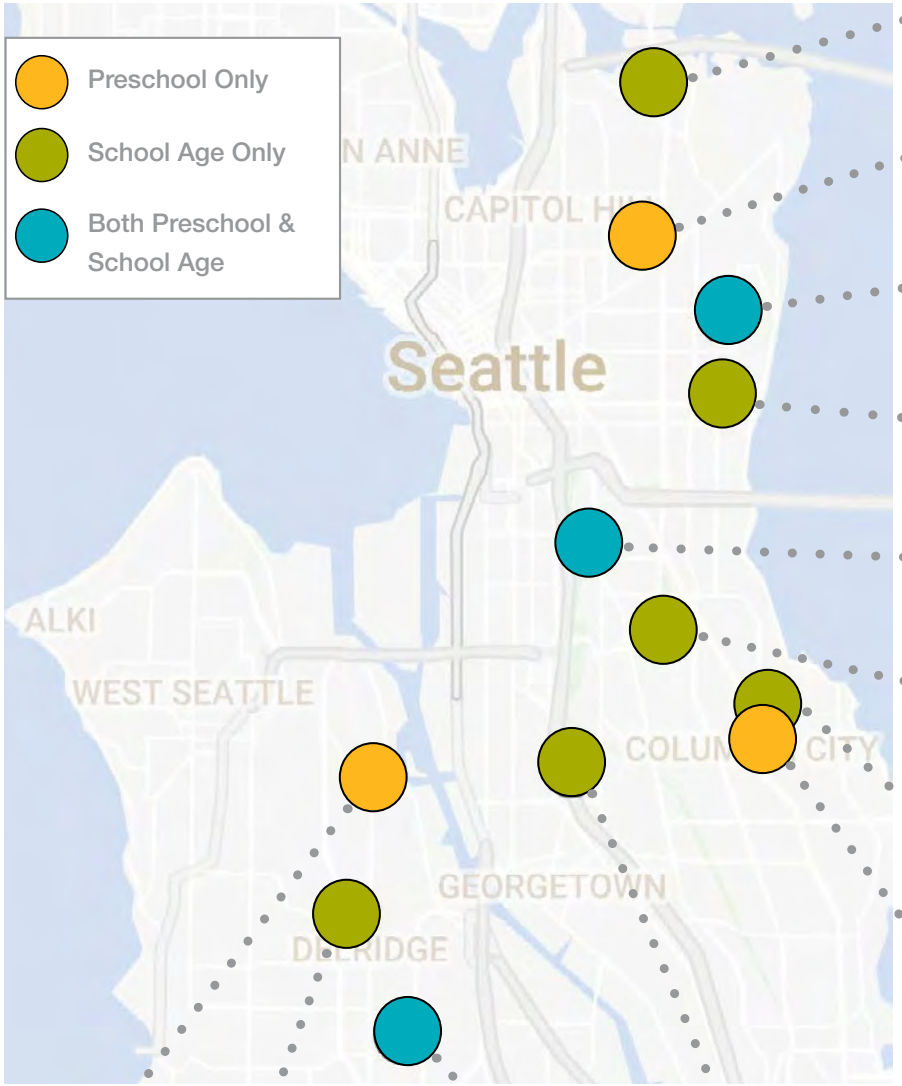
Field-Building

Innovation is at the core of who we are. We're constantly looking at ways to develop the body of knowledge and expertise in the early learning and youth development fields and contribute to best practices. We were part of the pilot year of the Seattle Preschool Program and Early Achievers, Washington State's early learning quality rating and improvement system. We're currently part of a pilot program of a statewide school-age quality rating and improvement system similar to Early Achievers, created by a partnership of School's Out Washington, the Office of Superintendent for Public Instruction (OSPI), the Department of Early Learning, the University of Washington and the Raikes Foundation. We take part in these pilot programs because we believe it is critically important to help shape the conversation and develop best practices that we know meet our children and families' needs. We also contribute to building the field by providing extensive professional development and training to our staff. We believe this helps strengthen the early learning and youth development fields because as our teachers advance in their careers, they can share their knowledge of best practices with the rest of the field.

Partnerships

We believe in the power of partnering with families, schools and community. We know that we're all stronger and more effective when we work together for the children we care about. We have longstanding partnerships with schools, government, nonprofits, and the business community that help us provide a seamless continuum of care and learning. We often serve as a helpful link between teachers and families. In addition to providing care and learning for children, we actively support their families and connect them to a wide range of resources in their community.

Locations



MONTLAKE
2409 22nd Ave. E.
Seattle, WA 98112
(206) 636-9220

MILLER ANNEX
301 20th Ave. E.
Seattle, WA 98112
(206) 227-6736

MADRONA
1121 33rd Ave.
Seattle, WA 98122
(206) 709-8887

LESCHI
135 32nd Ave.
Seattle, WA 98122
(206) 323-9465

BEACON HILL
2025 14th Ave. S.
Seattle, WA 98144
(206) 328-7475

KIMBALL
3200 23rd Ave S.
Seattle, WA 98144
(206) 725-9738

HAWTHORNE
4100 39th Ave. S.
Seattle, WA 98118
(206) 725-2252

RAINIER COMMUNITY CENTER
4600 38th Ave. S.
Seattle, WA 98118
(206) 453-5966

DELRIDGE COMMUNITY CENTER
4501 Delridge Way SW
Seattle, WA 98106
(206) 887-5919

SANISLO
1812 SW Myrtle
Seattle, WA 98106
(206) 763-5910

HIGHLAND PARK
1012 SW Trenton
Seattle, WA 98106
(206) 767-4906

MAPLE
4925 Corson Ave. S.
Seattle, WA 98108
(206) 768-2480

Board Recruitment

The Launch Board of Directors plays a vital role in supporting our mission by providing strategic and financial oversight of our organization. It's an exciting time at Launch - our agency is entering a period of growth and we're looking for passionate, creative, committed, qualified people to join our Board of Directors and help guide our organization through these changes.



Our leadership wants to expand the skill set our board members possess and ensure that our Board represents the diverse perspectives of the communities we serve.

We're looking for a wide range of skills and experience including:

- Law/Legal
- Nonprofit Management
- Launch Parent/Guardian
- Finance/Investment
- Human Resources
- Fundraising and Marketing
- Education, especially Elementary and Early Learning expertise
- Advocacy
- Technology
- Business Administration

Board service provides members with the opportunity to give back to the community, learn new skills, and make a significant difference in the lives of children and families.

"I feel more engaged in my life when I'm on the board. Children's issues are so vital and this board keeps me involved in them – I feel like our work really makes a difference." - Board Member Nick Heyer

What's Expected of Board Members?

Board Member Job Description

An active level of commitment is required. The Board is responsible for excellence in governing Launch, and Board members have a fiduciary duty to ensure that the agency is well-managed and remains financially sound. The Board inspires the organization through the establishment of strategies and broad policies reflecting Launch's long-term values and goals. Board members are expected to read information and prepare prior to attending meetings. They govern with a respect for roles, policy-making principles, and dedication to the ongoing development of the Launch Board itself. They are passionate advocates for Launch and work to advance our mission. Board members serve a two-year term but are eligible to serve for additional terms.

Board Responsibilities

Board members are expected to:

- Demonstrate strong commitment to the work of Launch.
- Attend and participate in Board meetings, Board retreats, and other Board development activities as appropriate.
- Review the agenda and supporting materials prior to Board and committee meetings.
- Serve on committees and take on special assignments as needed.
- Act as an ambassador for Launch by participating directly or indirectly in procuring funds and recruiting board members.
- Actively participate in annual fundraising events efforts, including hosting a table at our annual fundraising luncheon.
- Remain informed and up to date about Launch's mission, services, and policies.
- Provide support and insight to the Board President (and other Launch staff as needed).
- Participate in Board self-assessments.
- Maintain confidentiality and abide by conflict of interest policy and Launch bylaws.

Board Meeting Schedule

The Launch board meets once per month for two hours in the evening, except during August and December. Board meetings are usually held on the 4th Tuesday of the month. If a Board member also serves on the executive committee there is an additional two hour commitment per month. Board members can also serve on committees or volunteer at Launch events.

Board Contributions: Give or Get Policy

Board members are expected to make a personally meaningful financial contribution and/or procure donations to Launch annually.

Conflicts of Interest & Ethics

Compensation

The Launch Board of Directors is an all-volunteer board, and board members receive no direct compensation for their involvement, other than the personal satisfaction of helping the community by improving access to quality education programs.

Board Member Fiduciary Responsibility

Board members have a fiduciary responsibility and must exercise due diligence to ensure that Launch is well-managed and its financial situation remains sound.

Duty of care: Board members are expected to actively participate in organizational planning and decision-making and to make sound and informed judgments.

Duty of loyalty: When acting on behalf of the organization, board members must put the interests of the nonprofit before any personal or professional concerns and avoid potential conflicts of interest.

Duty of obedience: Board members must ensure that the organization complies with all applicable federal, state, and local laws and regulations, and that it remains committed to its established mission.

Director & Officers Insurance

Launch has Directors & Officers insurance coverage. Launch will indemnify board members for actions conducted in their capacity as a member of the Launch Board of Directors.

Conflicts of Interest

Board members have 1) a duty to disclose any actual or possible conflict of interest to the Board, and 2) are prohibited from discussing or voting on any matter in which there is a conflict. A conflict of interest includes any matter in which the board member or a member of his or her immediate family has a material economic involvement.

All Board members must sign a conflict of interest disclosure form annually.

Board Application Process

Application Process

The Launch Board is currently seeking applicants for at-large members. The board application process is intended to be informative, engaging and a venue for candidates and board members to learn.

Step 1	Interested individuals review Potential Board Member Packet.
Step 2	Interested individuals express their intent to apply by emailing or calling Launch Executive Assistance, Taj Wallace, at (206) 726-7972 or Taj.Wallace@launchlearning.org. An informational phone call is usually scheduled to further discuss interest and current experience.
Step 3	An interview is scheduled with the Executive Director and at least one current board member. Prospective board members should expect to share about why they are interested in Launch, what is appealing about board service, skills and expertise they can bring, etc.
Step 4	Prospective board member completes an application for board membership.
Step 5	The Board Executive Committee makes a recommendation to move the candidate forward in the nomination process.
Step 6	An interview with full board is scheduled for an upcoming Board meeting. The full Board will vote on the candidate.
Step 7	If approved, the candidate is contacted by the Executive Director.
Step 8	On-boarding! The new board member is partnered with a mentor and the Orientation process begins.



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