



AF Bridgeport Academy Board of Directors

AF Network Support
370 James Street, New Haven
Wednesday, July 31, 2019
12:40 pm

Call to Order

Public Comment

Approve Minutes

Board Chair Report

- Review 2018-19 AF Bridgeport Academy Performance Data
- Review Proposed Charter Management Agreement Amendments
- Review Annual Evaluation of Achievement First
- Complete Conflict of Interest Forms
- Elect Leadership Slate
- Establish Personnel Committee
- Appoint Amistad High School Committee Member
- Set Number of Directors

Adjourn



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AF Bridgeport Academy
Board of Directors

Wednesday, July 31, 2019
370 James Street, New Haven
12:40 pm

I. Call to Order & Attendance

The meeting was called to order at 12:50 pm. The following board members, constituting a quorum, and Achievement First staff were in attendance:

Dick Kalt - Yes

Michael Strambler - Yes

Marlene Macauda - Yes

Ruben Felipe - No

Debra Hertz - Yes

Ebrima Jobe - No

James Bennett - Yes

Rajeev Lakra - Yes

Kimberly Bruce - No

Elise Major, AF Network Support - Yes

Public: n/a

II. Open Session for Public Comment

There was no public comment

III. Approve Minutes

RESOLVED, the AF Bridgeport Board of Directors hereby approves the meeting minutes from May 22 and June 14, 2019.

Motion by Debra Hertz

Seconded by Jim Bennett

All in favor

IV. Board Chair Report

A. Review 2018-19 AFBA Performance Data

State test results (SBAC) are currently embargoed but the board reviewed preliminary data and discussed the desire to see year over year performance.

B. Review Proposed Charter Management Agreement Amendments

The AF Bridgeport Board discussed the amended language for the Charter Management Agreement (CMA). Board members indicated support for the amendment and will vote to approve at the September board meeting.

C. Review Annual Evaluation of Achievement First

Dick Kalt discussed the annual charter management organization (CMO) evaluation document.

D. Complete Conflict of Interest Forms

AF Bridgeport Board members completed the Conflict of Interest Disclosure Statement.

E. Elect Leadership Slate

RESOLVED, the AF Bridgeport Academy Board of Directors elects the following leadership slate:

Dick Kalt, Chair

Jim Bennett, Treasurer

Marlene Macauda, Secretary

Motion by Debra Hertz

Seconded by Mike Strambler

All in favor

F. Establish and Appoint Personnel Committee

The AF Bridgeport Board discussed the creation of a Personnel Committee with Dick Kalt inviting directors to express an interest in joining.

G. Appoint Amistad High School Committee Member

RESOLVED, the AF Bridgeport Academy Board of Directors appoints Mike Strambler to serve on the Amistad High School Committee.

Motion by Jim Bennett

Seconded by Dick Kalt

All in favor

H. Set Number of Directors

RESOLVED, the AF Bridgeport Board of Directors does, effective July 31, 2019, set the number of members of the Board of Directors at nine (9).

Motion by Jim Bennett

Seconded by Marlene Macauda

All in favor

The AF Bridgeport Board discussed AF's new values and the network's priority around student experience.

V. Adjourn

The meeting was adjourned at 5:00 pm by Dick Kalt.

Motion by Raj Lakra

Seconded by Mike Strambler

All in favor

**AF Bridgeport Academy
Board of Directors**

529 Noble Ave
Thursday, September 19, 2019
6:00 pm

Call to Order

Public Comment

Reports and Discussion

- ✓ **Principal Reports**
- ✓ **Joint High School Committee Report**
- ✓ **Chief Financial Officer Report**
- ✓ **Board Chair Report**
 - Approve Minutes
 - Approve Charter Management Agreement Amendments
 - Establish and Appoint Personnel Committee
 - Approve Family Handbook

Adjourn



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Achievement First Bridgeport Academy

Board of Directors Meeting

September 19, 2019, 6:00 pm

529 Noble Ave, Bridgeport

I. Call to Order & Attendance

The meeting was called to order at 6:07 pm by Dick Kalt. The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt - Yes

Marlene Macauda - Yes

Debra Hertz - Yes (phone)

James Bennett - Yes

Kimberly Bruce - No

Michael Strambler - Yes

Ruben Felipe - No

Ebrima Jobe - Yes

Raj Lakra - Yes

Sam Lucky, AFBA School Leadership - Yes

Annedrea Coleman, AFBA School Leadership - Yes

Florisca Carter, AFBA School Leadership - Yes

Kim Dickey, AFBA School Leadership - Yes

Christina Ellington, AF Network Support - Yes

Shannon Garfield, AF Network Support - Yes

Sarah Blanton, AF Network Support - Yes

Ken Paul, AF Network Support - Yes

II. Open Session for Public Comment

There was no public comment.

III. Approve Minutes

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the meeting minutes from July 31, 2019.

Motion by Raj Lakra

Seconded by Jim Bennett

All in favor

IV. Reports, Discussion and Board Business

A. Principal Reports

Ms. Annedrea Coleman, AF Bridgeport Middle School Principal, reported on the school's goals, especially around student growth percentiles (SGP), school culture, parental engagement, attendance and school climate (satisfaction and investment). Ms. Coleman spoke about the importance of strong adult culture where teachers and staff enjoy coming to work every day and the town halls with parents which will take place every other month.

The board inquired about cohort growth vs SGP and how the student investment survey results align with academic performance.

Ms. Sam Lucky, AF Bridgeport Elementary School Principal, reviewed her top three goals and the importance of ensuring scholars have a sense of belief and belonging. Ms. Lucky found that the focus on belief and belonging was very well received by teachers who were able to build upon the “moves” that AF can teach and really focus on building relationships with their scholars. She reviewed school culture, enrollment and certification which are all in a very strong place, along with SBAC results. Another top priority is parent communication.

The board discussed year over year SBAC results and the transition for scholars from 4th to 5th grade.

B. Executive Session - Personnel - Evaluation of Principal

The board entered Executive Session at 7:25 pm to discuss personnel (evaluation of a principal). Motion by Raj Lakra. Second by Mike Strambler. The board exited executive session at 7:55 pm. Motion by Marlene Macauda. Second by Mike Strambler.

C. Amistad High School Committee Report

The board had a discussion about the Amistad High School meeting from September 11th. Jim Bennett, Mike Strambler and Dick Kalt were all present at the High School Committee Meeting and shared their perspectives.

D. Chief Financial Officer Report

Victor De La Paz, Achievement First CFO, joined the meeting by phone to review the close out of FY19, noting deficits at both schools that he wants to review. Because it is so early in the 2019-20 school year, there isn't much to review in the FY20 financials. Full financials will be presented at the November board meeting.

E. Board Chair Report

The board discussed each of the following resolutions. Specifically, the board was interested in having AF consider ways to make the Family Handbook more user-friendly, considering perhaps an executive summary of the entire document or a shortened version with fewer pages.

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the amendments to the Charter Management Agreement as presented.

Motion by Raj Lakra

Seconded by Jim Bennett

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors hereby creates a Personnel Committee and delegates to the Personnel Committee the authority to (i) consider allegations of misconduct and issue disciplinary consequences for principals, except that the Committee does not have the authority to terminate a principal; and (ii) make a recommendation for termination of a principal to the full Board.

Motion by Jim Bennett

Seconded by Raj Lakra

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the Family Handbook as presented.

Motion by Marlene Macauda

Seconded by Mike Strambler

All in favor

V. Adjourn

The meeting was adjourned at 8:47 pm by Dick Kalt.

Motion by Marlene Macauda

Seconded by Jim Bennett

All in favor

**AF Bridgeport Academy
Board of Directors**

Thursday, November 7, 2019
529 Noble Ave, Bridgeport
6:00 pm

Call to Order

Public Comment

Approve Minutes

Reports and Discussion

- ✓ **Principal Reports**
- ✓ **Regional Superintendent Reports**
- ✓ **Joint High School Committee Report**
- ✓ **Treasurer Report**
- ✓ **Board Chair Report**

Adjourn



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Achievement First Bridgeport Academy

Board of Directors Meeting

November 7, 2019, 6:00 pm

529 Noble Ave, Bridgeport

I. Call to Order & Attendance

The meeting was called to order at 6:04 pm by Dick Kalt. The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt - Yes	Samantha Lucky, AFBA School Leadership - Yes
Marlene Macauda - Yes	Annedrea Coleman, AFBA School Leadership - Yes
Debra Hertz - Yes	Florisca Carter, AFBA School Leadership - Yes
James Bennett - Yes (phone)	Domonique Marshall, AFBA School Leadership - Yes
Kimberly Bruce - No	Christina Ellington, AF Network Support - Yes
Michael Strambler - Yes	Shannon Garfield, AF Network Support - Yes
Ruben Felipe - No	Sarah Blanton, AF Network Support - Yes
Ebrima Jobe - Yes	Ken Paul, AF Network Support - Yes
Raj Lakra - Yes	

II. Open Session for Public Comment

There was no public comment.

III. Approve Minutes

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the meeting minutes from September 19, 2019.

Motion by Debra Hertz

Seconded by Marlene Macauda

All in favor

IV. Reports, Discussion and Board Business

A. Principal Reports

Samantha Lucky gave a report of AF Bridgeport Elementary School citing the school's priorities and goals and their progress. The school has introduced a flex schedule where staff can come in 40 minutes late or leave 40 minutes early, based on feedback from teachers. Ms. Lucky reviewed school culture metrics and previewed that the first interim assessment will be the following week.

Annedrea Coleman gave a report of AF Bridgeport Middle School. She is back from maternity leave and found the school in a strong place, with academics and school culture, under Steph Fox's leadership. Ms. Coleman reviewed "rapid feedback" which is designed to accelerate the speed with which students are getting feedback from their teachers on their work.

The board discussed the school culture data and teacher certification.

B. Regional Superintendent Reports

Christina Ellington, Regional Superintendent of AF Bridgeport Elementary gave a principal review of Samantha Lucky. Similarly, Shannon Garfield, Regional Superintendent of AF Bridgeport Middle and Amistad High School, gave a principal review of Annedrea Coleman and Simon Obas respectively.

C. Amistad High School Committee Report

The board discussed Amistad High School with Shannon Garfield, Regional Superintendent. The Amistad High School Committee Meeting is scheduled for November 13th at 4:00 pm in New Haven.

D. Treasurer Report

Jim Bennett gave the treasurer's report based on budget to actuals as of the end of September. The balance sheet looks good. Enrollment at Amistad HS is lower than expected by 20 students.

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the financial report as presented.

Motion by Debra Hertz

Seconded by Marlene Macauda

All in favor

E. Board Chair Report

Dick Kalt discussed the charter renewal process including the interview with the State and the upcoming hearing on November 14th.

V. Adjourn

The meeting was adjourned at 8:41 pm by Dick Kalt.

Motion by Debra Hertz

Seconded by Raj Lakra

All in favor

**AF Bridgeport Academy
Board of Directors**

580 Dixwell Avenue, New Haven

Tuesday, January 28, 2020

5:30 pm

Call to Order

Public Comment

Approve Minutes

Reports and Discussion

- ✓ School Report
- ✓ Joint High School Committee Report
- ✓ Treasurer Report
 - Approve financials
 - Accept audited financial statements
- ✓ Board Chair Report

Adjourn



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Achievement First Bridgeport Academy
Board of Directors Meeting

580 Dixwell Avenue, New Haven

January 28, 2020, 5:30 pm

I. Call to Order & Attendance

The AF Bridgeport Academy Board Meeting was held at Amistad High School. The meeting was called to order at 5:39 pm by Dick Kalt . The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt, AFBA Board - Yes	Shannon Garfield, AF Network Support - Yes
Marlene Macauda, AFBA Board - Yes	
Debra Hertz, AFBA Board - No	
James Bennett, AFBA Board - Yes	
Kimberly Bruce, AFBA Board - Yes	Victor De La Paz, AF Network Support - Yes
Michael Strambler, AFBA Board - Yes	Ken Paul, AF Network Support - Yes
Ruben Felipe, AFBA Board - No	Sarah Blanton, AF Network Support - Yes
Ebrima Jobe, AFBA Board - No	Elise Major, AF Network Support - Yes
Raj Lakra, AFBA Board - No	

II. Open Session for Public Comment

There was no public comment.

III. Approve Minutes

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the meeting minutes from November 7, 2019.

Motion by Marlene Macauda

Seconded by Michael Strambler

All in favor

IV. Reports and Discussion

A. School Report

Dick Kalt gave a brief update on the elementary, middle and Amistad High School. Amistad High School has celebrated many early decision/action acceptances including three from Yale.

B. Treasurer's Report

Victor De La Paz gave a financial update as attached in the board materials - all reconciled through November - noting enrollment and staffing vacancies.

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the financial report as presented.

Motion by Dick Kalt

Seconded by Michael Strambler

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors hereby accepts the report of the independent auditors CohnReznick prepared in relation to the fiscal year ending 6/30/19.

Motion by Dick Kalt

Seconded by Michael Strambler

All in favor

C. Board Chair Report

Dick gave a report on the AF Bridgeport Elementary School staff breakfast that the board supported and suggested hosting something similar for the Middle School staff.

V. Executive Session - principal performance review

The board entered executive session to discuss principal performance with Regional Superintendent, Shannon Garfield at 6:16 pm. Motion by Marlene Macauda. Seconded by Jim Bennett. The Board exited Executive Session at 7:07 pm.

VI. Adjourn

The meeting was adjourned at 7:10 pm.

Motion by Michael Strambler

Seconded by Marlene Macauda

All in favor



AF Bridgeport Academy Board of Directors

Zoom meeting
Thursday, April 16, 2020
6:00 pm

- I. Call to Order
- II. Public Comment
- III. Approve Minutes
- IV. Approve Healthy Food Certification
- V. Discussion and Possible Action relating to AF Bridgeport Elementary School principal performance and contract renewal for 2020-21 school year.
- VI. Discussion and Possible Action relating to AF Bridgeport Middle School principal performance and contract renewal for 2020-21 school year
 - a. Proposed Executive Session – Discussion of a personnel matter involving the principal’s performance at AF Bridgeport Middle School.
- VII. Discussion and Possible Action relating to Amistad High School principal performance and contract renewal for 2020-21 school year
 - a. Proposed Executive Session – Discussion of a personnel matter involving the principal’s performance at Amistad High School.
- VIII. Adjourn



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Achievement First Bridgeport Academy
Board of Directors Meeting

April 16, 2020, 6:00 pm
Zoom Video Conference

I. Call to Order & Attendance

The meeting was called to order at 6:05 pm by Dick Kalt. The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt, AFBA Board - Yes	Shannon Garfield, AF Network Support
Marlene Macauda, AFBA Board - Yes	Christi George, AF Network Support
Debra Hertz, AFBA Board - Yes	Melika Forbes, AF Network Support
James Bennett, AFBA Board - Yes	Dacia Toll, AF Network Support
Kimberly Bruce, AFBA Board - No	Sarah Blanton, AF Network Support
Michael Strambler, AFBA Board - Yes	Annedrea Coleman, AFBA MS Principal
Ruben Felipe, AFBA Board - No	Michael Hendricks, AF Network Support
Ebrima Jobe, AFBA Board - Yes	
Raj Lakra, AFBA Board - Yes	

II. Open Session for Public Comment

There was no public comment.

III. Approve Minutes

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the meeting minutes from January 28, 2020.

Motion by Marlene Macauda

Seconded by Ebrima Jobe

All in favor

IV. Approve Healthy Food Certification

Dick Kalt and Sarah Blanton reviewed the following resolutions which are addressed on an annual basis by the board. The directors of school operations verified that the school food meets the guidelines from the State for healthy food.

RESOLVED, pursuant to C.G.S. Section 10-215f, the AF Bridgeport Academy Board of Directors certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Motion by Debra Hertz

Second by Raj Lakra

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

Motion by Marlene Macauda

Second by Raj Lakra

All in favor

- V. Discussion and Possible Action relating to AF Bridgeport Elementary School principal performance and contract renewal for 2020-21 school year.

Dick Kalt led a brief discussion about the strong performance of Ms. Sam Lucky at AF Bridgeport Elementary School.

RESOLVED, the AF Bridgeport Board of Directors reviewed and discussed the performance of the AF Bridgeport Elementary School Principal, Samantha Lucky, and the compensation package as proposed by Achievement First, and hereby approves the renewal of the principal, with a final compensation package to be incorporated in the FY21 Budget to be reviewed and approved in May.

Motion by Marlene Macauda

Second by Mike Strambler

All in favor

- VI. Discussion and Possible Action relating to AF Bridgeport Middle School principal performance and contract renewal for 2020-21 school year

The board entered executive session at 6:13 pm to discuss a personnel matter involving the principal's performance at AF Bridgeport Middle School and invited the following individuals to join: Sarah Blanton, Dacia Toll, Michael Hendricks and Andrea Coleman with Shannon Garfield to join later.

Motion by Jim Bennett

Second by Mike Strambler

All in favor

The board exited executive session at 7:04 pm.

Motion by Raj Lakra

Second by Debra Hertz

All in favor

RESOLVED, the AF Bridgeport Board of Directors reviewed and discussed the performance of the AF Bridgeport Middle School Principal, Annedrea Coleman, and the compensation package as proposed by Achievement First, and hereby approves the renewal of the principal, with a final compensation package to be incorporated in the FY21 Budget to be reviewed and approved in May.

Motion by Dick Kalt

Seconded by Jim Bennett

All in favor

The board discussed the way in which the Personnel Committee reports out to the board and the principal regional superintendent relationship with suggestions for improved processes in the future.

- VII. Discussion and Possible Action relating to Amistad High School principal performance and contract renewal for 2020-21 school year

The board entered executive session at 7:12 pm to have a discussion of a personnel matter involving the principal's performance at Amistad High School and invited the following individuals to join: Sarah Blanton, Dacia Toll, Shannon Garfield, Christi George, and Melika Forbes.

Motion by Marlene Macauda

Seconded by Debra Hertz

All in favor

The board exited executive session at 8:11 pm.

Motion by Debra Hertz

Second by Marlene Macauda

All in favor

Dacia Toll made a commitment to follow up on the recommendations from the AFBA board during executive session.

RESOLVED, the AF Bridgeport Board of Directors reviewed the recommendation of the Amistad High School Committee and discussed the performance of the Amistad High School Principal, Simon Obas, and the compensation package as proposed by Achievement First, and hereby approves the renewal of the principal, with a final compensation package to be incorporated in the FY21 Budget to be reviewed and approved in May.

Motion by Dick Kalt

Second by Mike Strambler

All directors were in favor with the exception of Raj Lakra who dissented

VIII. Adjourn

Debra Hertz made a motion to adjourn the meeting at 8:19 pm. The board was unanimously in favor.



AF Bridgeport Academy Board of Directors

Zoom meeting
Monday, April 27, 2020
1:30 pm

- I. Call to Order
- II. Public Comment
- III. Authorize Acceptance of SBA Backed Payroll Protection Program Loan
- IV. Adjourn



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Achievement First Bridgeport Academy
Board of Directors Meeting

April 27, 2020, 1:30 pm
Zoom Video Conference

I. Call to Order & Attendance

The meeting was called to order at 1:39 pm by Dick Kalt. The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt, AFBA Board - Yes	Ruben Felipe, AFBA Board - No
Marlene Macauda, AFBA Board - No	Ebrima Jobe, AFBA Board - Yes
Debra Hertz, AFBA Board - Yes	Raj Lakra, AFBA Board - Yes
James Bennett, AFBA Board - Yes	
Kimberly Bruce, AFBA Board - Yes	Victor De La Paz, AF Network Support
Michael Strambler, AFBA Board - Yes	Sarah Blanton, AF Network Support

II. Open Session for Public Comment

There was no public comment.

III. Authorize Acceptance of SBA Backed Payroll Protection Program Loan

Victor De La Paz, AF's CFO, gave an overview of the Payroll Protection Program (PPP) loan which AFBA was awarded in the amount of \$1.4M. The loan is based on two and a half months of payroll.

The conditions of the loan are twofold:

- 75% must be used on payroll (salary and benefits). The other 25% can be used for rent, utilities, insurance costs during the 8-week period.
- No layoffs based on the number of full time employees

The first payment of the loan would be in six months (October). If forgiven, this loan would convert into revenue at that time. If the loan is not forgiven, there is a 24 month repayment period at 1% interest. The intention is to meet the conditions of the loan fully.

Following a discussion, the board voted on the following resolution:

We, the undersigned, being the directors of AF Bridgeport Academy, a Connecticut non-profit corporation with a principal office located in New Haven, Connecticut ("the Board"), in

accordance with the amended bylaws and laws of the State of Connecticut hereby adopted the following:

WHEREAS: As a result of the COVID-19 pandemic, the Board has been required to seek financial assistance through the SBA backed Payroll Protection Program. Said funds will be used to ensure the continued operation of schools under its supervision.

RESOLVED, that effective immediately, the Board has begun the process of completing the required documentation necessary to apply for the above referenced financial assistance,

RESOLVED, that the Board is authorized to take all reasonable steps necessary to complete the loan application(s) related to the Paycheck Protection Program including, but not limited to, the submission of financial records, tax returns and payroll records.

RESOLVED, that the Board is hereby authorizing its Board Chair, Dick Kalt, to sign any and all documents ancillary to the completion of the above referenced loan application.

FURTHER RESOLVED, that any officer of Achievement First, Inc. and their designees (each an "*Authorized Person*") is, jointly or severally, authorized and directed, at any time and from time to time, to do such things and acts for and on behalf of the Board as may be necessary or advisable in order to give effect to and, generally, carry out the intent of the foregoing resolution in the name and on behalf of AF Bridgeport Academy, on such terms and conditions and in such form deemed necessary or desirable and approved by such Authorized Person with such changes, modifications and amendments thereto as such Authorized Person may in such person's discretion approve, which approval shall be conclusively evidenced by the execution and delivery of such documents and instruments in writing.

BE IT FURTHER RESOLVED, that the Board Chair is hereby authorized to certify that these resolutions have been duly adopted and that they are in conformity with the amended Bylaws of this Board.

Motion by Debra Hertz

Second by Jim Bennett

All in favor

IV. Adjourn

The meeting was adjourned at 1:56 by Dick Kalt.

Motion by Kimberly Bruce

Second by Ebrima Jobe

All in favor



AF Bridgeport Academy Board of Directors

Zoom meeting
Thursday, May 21, 2020
6:00 pm

- I. Call to Order
- II. Public Comment
- III. Approve Minutes
- IV. Discussion and Business
 - Principal Reports
 - Joint High School Committee Report
 - Chief Financial Officer Report
 - i. Re-appoint Auditors
 - ii. Approve Financial Report
 - iii. Approve FY21 Budget
 - Board Chair Report
 - i. Re-elect Directors
 - ii. Elect Leadership
- V. Adjourn



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Achievement First Bridgeport Academy

Board of Directors Meeting

May 21, 2020, 6:00 pm

Zoom Video Conference

I. Call to Order & Attendance

The meeting was called to order at 6:02 pm by Dick Kalt. The following board members, constituting a quorum, and Achievement First Staff were in attendance:

Dick Kalt, AFBA Board - Yes	Annedrea Coleman, AF Bridgeport School Leadership
Marlene Macauda, AFBA Board - Yes	Samantha Lucky, AF Bridgeport School Leadership
Debra Hertz, AFBA Board - Yes	Domonique Marshall, AF Bridgeport School Leadership
James Bennett, AFBA Board - Yes	Christina Ellington, AF Network Support
Kimberly Bruce, AFBA Board - No	Michael Hendricks, AF Network Support
Michael Strambler, AFBA Board - Yes	Victor De La Paz, AF Network Support
Ruben Felipe, AFBA Board - Yes	Sarah Blanton, AF Network Support
Ebrima Jobe, AFBA Board - Yes	Ken Paul, AF Network Support
Raj Lakra, AFBA Board - Yes	

II. Open Session for Public Comment

There was no public comment.

III. Approve Minutes

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the meeting minutes from April 16 and April 27, 2020.

Motion by Jim Bennett

Seconded by Marlene Macauda

All in favor

IV. Discussion and Business

A. Principal Reports

Ms. Annedrea Coleman gave an update on AF Bridgeport Middle School. All scholars have a Chromebook to do schoolwork and if families have internet issues they can submit an "IT ticket" to AF to receive a mifi or receive other assistance. 300 Chromebooks were distributed directly to families from the school building and the remaining Chromebooks were distributed by mail.

Attendance is 96.6% and attendance calls go out on a daily basis to understand why scholars may not have been in their Zoom classes. The attendance rates with remote learning are similar to the attendance rates for in-school learning (pre-pandemic). If students attend all classes, they are marked present. If they attend some but not all, they are considered tardy. If they miss all classes, they are considered absent.

The board discussed with Ms. Coleman the grading and promotion policy. Families have been receiving bi-weekly progress reports and they have access to the student portal so that they understand and can track how their children are doing.

Ms. Coleman talked about how the leaders and teachers are being creative about ensuring joy and fun. They've had "bring your pet to Zoom" day and dance parties.

Dick Kalt spoke about his visits to Zoom classrooms and commended the quality of the instruction and engagement with the scholars.

AFBA Middle School is participating in the National Summer School Initiative which provides a 5-week academic summer program.

Work-life balance continues to be an ongoing conversation. The leadership team is fully hired for next year (80% returning). 72% of teachers are returning. The school is almost fully hired for next year with the exception of some math teachers.

There is an upcoming town hall for families on May 29th to gather feedback about remote learning. Family surveys were recently given to families where they will indicate their intent to return.

The Middle School and Elementary School are working together to track matriculation.

There are weekly cohort meetings for principals and regional meetings to discuss work completion, quality, share best practices and support growth areas for individual schools. Michael Hendricks has been leading readiness work for the coming school year. Additionally, all DSOs are meeting in cohort groups to plan for next year.

Michael Hendricks added that the network is planning for three versions of school next year, in person, all remote or a hybrid.

The tentative date for graduation is June 11th (on Zoom). The school is printing and mailing certificates and mailing pins to graduating 8th graders. The top ten scholars are receiving awards for academic excellence.

Ms. Samantha Lucky gave an update from AF Bridgeport Elementary. The teachers are making videos that the scholars watch and the network is providing a lot of resources, in addition to the three online platforms the school is using to supplement instruction. The AF network is providing most all materials and teachers send home weekly progress reports and have conferences with scholars three times per week.

Survey results show that teachers feel supported by their fellow teachers and the leadership team. They are working to support families and give scholars what they need. Survey results also show that families feel very supported but the challenge currently is navigating the different online platforms especially for the youngest scholars.

School culture is incredibly important and Ms. Lucky shared some of the efforts they are making: yoga day, read outside day, science experiment day. Twice a month, Ms. Lucky is going on Facebook Live ("Live at 5 with Mrs. Lucky!") where scholars and parents can speak with her directly. They are also doing morning pump-up videos, dance parties, scavenger hunts and trying to keep the kids happy. They are planning a stepping up ceremony and a car parade for the end of the year for 4th graders.

Attendance has been in the mid to high 90s with 99% attendance today. Kids and teachers are communicating regularly but they were still struggling to get high results of work completion. They received 88% of work completed yesterday.

Ms. Christina Ellington, regional superintendent, spoke about the outstanding job AF Bridgeport Elementary is doing. She is the regional superintendent and also an AFBA Elementary School parent and she underscored the point that kids are definitely learning and for some scholars, the one on one attention they're getting from teachers while at home is working very well.

The board had a discussion about reasonable expectations for this time. Ms. Lucky shared that showing care for our families is a top priority. 60% of teachers are also parents. There are situations where the best thing to do is back off and work collaboratively with parents to understand what families can handle and how the school can support them.

AF is planning benchmark testing at the start of the next school year. The last day of school is June 12 and the school year starts again on September 1, 2020. There will be summer homework. The Elementary School is opting into the summer institute for 3rd and 4th graders.

AF has been working on getting input from staff around sustainability and work-life balance. AF has moved to shorten the school day but because of issues with bussing, AFBA will not be able to shorten the school day.

B. Chief Financial Officer Report

Victor De La Paz joined the meeting to answer questions about the budget and the financial planning for the next school year. Given the COVID context, there are a set of assumptions that went into the budget planning for next year including an anticipated financial downturn/recession, decreased philanthropy and an overall climate of financial uncertainty making it difficult to predict costs.

Mr. De La Paz reviewed a four-part risk mitigation plan in the event that revenue declines significantly: using savings from FY20 cut backs, stimulus funds, use of balance sheets/reserves and finally mid-year budget cuts.

It is highly likely the budgets will need amendment when there is more clarity on the coming school year.

RESOLVED, the AF Bridgeport Academy Board of Directors hereby ratifies the re-appointment of CohnReznick to perform the financial audit of the 2019-20 fiscal year.

Motion by Raj Lakra

Seconded by Marlene Macauda

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the financial report as presented.

Motion by Raj Lakra

Seconded by Ebrima Jobe

All in favor

RESOLVED, the AF Bridgeport Academy Board of Directors hereby approves the financial budget as recommended by the Finance Committee and prepared by Achievement First for the 2020-21 fiscal year.

Motion by Jim Bennett

Seconded by Mike Strambler

All in favor

C. Joint High School Committee Report

Dick Kalt updated the board on the Joint High School Committee Meeting that took place on May 13th. Mr. Simon Obas's presentation at that meeting included updates on remote learning,

family satisfaction with the remote learning, college acceptances, teacher hiring, and grade level promotion.

Scholars have taken AP mock exams and Mr. Obas shared that they are reviewing the results. Attendance is high.

97% of seniors have made a final decision on their college plans. Senior Signing Day will take place on Instagram.

D. Board Chair Report

Dick Kalt thanked Jim Bennett for his service on the board and he is cycling off on June 30, 2020.

RESOLVED, the AF Bridgeport Academy Board of Directors hereby ratifies the re-election of the following directors with a three year term ending June 30, 2023.

- Debra Hertz
- Ruben Felipe

Motion by Jim Bennett

Seconded by Marlene Macauda

All in favor

RESOLVED, the AF Bridgeport Board of Directors hereby elects Raj Lakra to serve as Treasurer and Mike Strambler to serve as Vice Chair, effective July 1, 2020.

Motion by Marlene Macauda

Seconded by Ebrima Jobe

All in favor

V. Adjourn

The meeting was adjourned at 7:45 by Dick Kalt.

Motion by Marlene Macauda

Seconded by Mike Strambler

All in favor