

**Achievement First Hartford Academy
Board of Directors Meeting**

April 11, 2013, 5:00-7:00 p.m.

Board Members in Attendance: Denise Gallucci, John Motley, Jean LaVecchia, Gretchen Unfried-English, Marshall Ruben and Tina Rendon

Others in Attendance: Bill Bouton, Reshma Singh, Ken Paul, Liz Ferguson, Claire Shin, Jeff House, Jeff Sudmyer, Laina Vlasnik Yip and Kelonda Maull

Ms. LaVecchia called the meeting to order at 5:18pm, hearing no public comment she asked Liz Ferguson to give her Principal Report.

Ms. Ferguson spoke to the board regarding some challenges and successes at the elementary school regarding student attendance, Connecticut mastery testing, budgeting and reducing costs throughout the year by modeling great leadership. She then opened for questions.

Ms. LaVecchia then asked Mr. Jeff House to give his Principal Report to the board.

Mr. House spoke to the board regarding Connecticut mastery testing and his excitement about improvement and he highlighted some middle school successes. He is working to continue to improve student attendance and is excited that scholars will remain at AF and move up to the 9th grade at Achievement First Hartford Academy High School. Mr. House spoke to the board regarding Teacher Career Pathways and how he is very proud that seven of his teachers have become distinguished teachers after evaluations for the year. Also, Mr. House mentioned retention efforts and updated the board that all members of the Learning Team will be coming back next year. Mr. House then opened for questions.

Ms. LaVecchia spoke to the board regarding withdrawals from the elementary and middle schools. Ms. Ferguson and Mr. House gave background on their school dashboards concerning attendance and withdrawals. The board discussed this more in depth.

Mr. Sudmyer spoke to the board regarding the Hartford Board of Education Principal raise by Seniority and Master Degrees by 8% and opened for questions. He addressed his concerns with the board regarding teacher retention. The board discussed this more in depth.

Ms. LaVecchia asked Ms. Chin give her Principal Report to the board.

Ms. Shin spoke to the board about her excitement for Interim Assessment Data and preparing for the months ahead. She spoke to the board about school culture and thanked the board for their generous donations throughout the year. Ms. Shin let the board know of upcoming SAT Prep and homework and progress with scholars. Ms. Shin gave the board an update on enrollment goals and she expects that

Approved: June 3, 2013

85% of the scholars will come from Achievement First and 30 % from Jumoke. She mentioned the Summer Internship program that will allow scholars to experience working in the professional world and allow them to intern in areas of their choice. She then opened for questions and asked the board to send her a few professional contacts that would be interested in hosting an intern.

Resolutions:

Approval of Previous Meeting Minutes

Ms. LaVecchia asked the board to review the past meeting minutes.

Gretchen Unfriend-English moved to approve the December, 03, 2012 & January 23, 2013 Board Meeting Minutes.

Seconded: John Motley

The Board voted unanimously to approve the minutes.

PGP Committee resolution:

NOW, THEREFORE, BE IT RESOLVED that the following board members of Achievement First Hartford Academy, be and each hereby is, named to serve on the Principal Personal Growth Plan ("PGP") review committee of the board and shall serve a term of one year to review the PGP's for academic year 2012-2013, and shall serve consistent with the by-laws of the entity.

- i. Name: Jean LaVecchia
- ii. Name: Laura Estes
- iii. Name: Nancy Zwiener

Ms. LaVecchia asked the board to appoint three members to the PGP Committee.

Gretchen Unfriend-English moved to approve the above board members to join the PGP Committee

Seconded: Marshall Ruben

The Board voted unanimously to approve the minutes.

Credit Card Approval

RESOLVED, that Achievement First is hereby authorized and directed to investigate and obtain a credit card in the account of this Corporation for **Rachel Sexton, Dawn Micco, and Stephanie Schenkel**, Directors of School Operations, with a credit limit per Academy of \$30,000. Each Academy will have two cards, and each cardholder will have access to the full credit limit of that Academy to make reasonable and necessary purchases which are in the ordinary course of business of this Corporation and consistent with the Budget. The use of the card will be subject to the school's fiscal policies and procedures. They are hereby authorized and directed to serve as the primary contacts with the credit card company for all credit cards in the account of this Corporation. The use of the cards will be subject to the school's fiscal policies and procedures.

Ms. LaVecchia asked the board to approve the above Credit Card Approval.

Gretchen Unfriend-English moved to approve the Credit Card Approval.

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Seconded: Marshall Ruben

The Board voted unanimously to approve the minutes.

Forecasted financials:

Mr. Motley reviewed the Financials with the board and asked the board to approve the financials.

Jean LaVecchia moved to approve the financials.

Seconded: Marshall Ruben

The Board voted unanimously to approve the minutes.

Report Card Discussion (Marc Michaelson & Jeff Sudmyer)

Mr. Sudmyer spoke to the board regarding Achievement First Hartford Report Card and the coaching process for principals to increase the results for next year. Mr. Sudmyer spoke to the board about testing results and the process for scoring on the report card and testing is an immense factor. Ms. Singh added that growth increases the report card scores and compared AF Hartford to AF Bridgeport as an example. Mr. Michaelson spoke to the board and mentioned the importance of teacher and principal coaching, and getting to higher results within a few years and focusing on school culture. Mr. Sudmyer then opened for questions. Mr. Sudmyer is meeting with principals and will meet with the board regarding results.

Public Comment (This Public comment happened out of order)

Janie Thornton is a parent of an Achievement First Hartford Academy Middle school scholar and she addressed the board regarding student attendance, discipline and some issues her scholar is struggling with this year in the 7th grade. Ms. Thornton spoke to the board regarding behavior problems her scholar has witnessed throughout the year within her classroom and addressed her personal feelings regarding the school day, bussing, school culture, homework, detention, and communication with school staff and teachers. Ms. Thornton expressed if things don't change her scholar might not return for 8th grade. Ms. Thornton then opened for questions and spoke to the board and the principal regarding her concerns and wants to meet individually with the principal Jeff House. Mr. House expressed his concern and wants to meet with Ms. Thornton at a later date. Ms. LaVecchia wants to discuss this more in depth with the principal Jeff House.

Charter Renewal Update

Ms. LaVecchia spoke to the board regarding the Achievement First Hartford Charter Renewal and compliance. Mrs. Vlasnik Yip gave background to the board and opened for questions.

Mrs. Vlasnik and Ms. Singh spoke to the board regarding opening a new school in Hartford and gave the board an update on Design specs and expansion efforts. Ms. Singh mentioned the Hartford Board of Education will consider our expansion efforts by June. Ms. Singh then opened for questions.

Fundraising Update

Mr. Paul gave the board an update on fundraising efforts in New Haven and Hartford. Mr. Paul opened for questions.

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New Business and Future Agenda Topics

Ms. LaVecchia hasn't had any updates on the Mentoring program, but will update the board at a later date.

The board moved into an executive session at 7:23pm hearing no other business this meeting adjourned.