

Elm City College Prep
Board of Directors Meeting Minutes

March 20, 2013

5:30 – 7:30 p.m.

Amistad Academy & Elm City College Prep Joint Session:

Amistad Academy Board Members in Attendance: Melinda Hamilton, Khadijah Muhammad, Michael Thomas, Michael Van Leesten, Katrin Czingler, Alex Troy, Lorraine Gibbons, Lisa Bonnifield.

Elm City College Prep Board Members in Attendance: Will Heins, Laura Saverin, Dick Ferguson, Sharon Oster, Joe Boskovski, Marnie Halsey, Carolyn Greenspan.

Others in Attendance: Kelonda Maull, Lauren Miller, Bill Bouton, Amanda Alonzy, Reshma Singh, Tony Siddall, Andrew Poole, Shirley Harrell, Karin Gould, Teresa Neff Webster, Pat Sweet.

Mr. Ferguson called the meeting to order at 5:50pm and asked if there was any public comment. Hearing none, Mr. Ferguson asked Andrew Poole to give his Principal report.

Mr. Poole spoke to the board regarding current successes and challenges for this year around the Common Core Standards. Mr. Poole is working to enhance school culture and is pushing scholars and teachers toward computer based and collaborative work. Ms. Singh gave background on this topic. Mr. Poole mentioned to the board the recent snow storm has affected Elm City College Prep's attendance goals of 98%, instructional time and overall momentum. Mr. Poole is working toward meeting this challenge and hitting all benchmarks for the year. Mr. Poole then opened for questions.

Ms. Alonzy spoke to the board on current successes and challenges for the year. Ms. Alonzy is optimistic that student achievement will increase for the upcoming Connecticut Mastery Testing and is preparing for the Common Core Standards. Ms. Alonzy is preparing scholars and feels strong about their results. Ms. Alonzy spoke to the board regarding a previous and successful Black History month event that was rescheduled due to Connecticut's past snow storm. Ms. Alonzy gave an update on the Teacher Career Pathway results and mentioned three of her staff has earned the title, "Tier Four Teacher" and she is very proud. Ms. Alonzy spoke on a challenge this year being attendance, mainly because of the past winter storm and scholars being sick. Ms. Alonzy then opened for questions.

Ms. Singh gave the board an update on our upcoming advocacy efforts and asked Ms. Muhammad to share her experience at the Black Alliance for Educational Options Conference in Florida on March 14. Ms. Muhammad discussed her experience and one take away from attending and expressed the conference inspired her and intends to share this type of inspiration with our scholars and parents to get them fired up about education. Ms. Singh then opened for questions.

Ms. Singh gave an update on the Amistad High school project and progress for the year and opened for questions.

Approved: May 29, 2013

Hearing no other questions or comments, Mr. Ferguson adjourned the Joint Meeting of the boards present to begin their separate board meetings.

AF Elm City College Prep Individual Board Meeting:

ECCP Board Members in Attendance: Will Heins, Laura Saverin, Dick Ferguson, Sharon Oster, Joe Boskovski, Marnie Halsey, Carolyn Greenspan.

Others in Attendance: Kelonda Maull, Reshma Singh.

Mr. Ferguson called the meeting to order and asked for an approval of the past meeting minutes.

Mr. Ferguson asked the board to review the past meeting minutes.

Laura Saverin moved to approve the January 23, 2013 Board Meeting Minutes.

Seconded: Will Heins

The Board voted unanimously to approve the minutes.

Ms. Saverin gave an update to the board on the financial report, and explained to the board that proposed increases in charter per pupil funding would be smaller than expected, and that Achievement First would raise philanthropy to cover half of the expected loss in revenue. Furthermore, Ms. Saverin gave background to the board concerning the audit and meetings with the Achievement First Finance team, and explained the differences between Amistad Academy's and ECCP's costs. Ms. Saverin then opened for questions. Ms. Singh gave background to the audit process for Elm City College Prep. Ms. Saverin gave the board background on the Audit Committee and the current process. Ms. Saverin also gave the board background on the Amistad Line of credit and Mr. Ferguson spoke to this and then opened for questions.

Mr. Ferguson asked the board to approve the Forecast Financials.

Will Heins moved to approve the March Financials.

Seconded: Sharon Oster

The Board voted unanimously to approve the January Financials.

Mr. Ferguson asked the board to approve the Bank Account Approval:

RESOLUTION OF THE BOARD OF DIRECTORS OF ELM CITY COLLEGE PREPARATORY, INC.

The following resolutions were adopted at a duly called meeting of the Board of Directors of Elm City College Preparatory, Inc. ("Elm City"), a Connecticut corporation, having an office and place of business at 794 Dixwell Avenue, New Haven, Connecticut.

WHEREAS, Elm City is eligible to receive grants from time to time from the State of Connecticut ("Grants") for capital improvement projects at the school facilities owned by Elm City and operated separately or, in some cases, jointly with other Achievement First, Inc. managed schools such as Amistad Academy, Inc. and/or Achievement First Bridgeport, Inc. (the "Projects");

WHEREAS, Elm City may receive charitable contributions ("Contributions") specifically designated for one or more of the Projects from time to time;

Approved: May 29, 2013

WHEREAS, Elm City desires to establish one or more "capital" and/or "escrow" bank accounts for the purpose of segregating monies received from Grants or Contributions for a particular Project from other funds and accounts maintained by Elm City, and to allow for expenditures from such accounts for capital improvements to the Projects;

NOW, THEREFORE, BE IT RESOLVED, that Elm City be, and hereby is, authorized to establish one or more bank accounts for the purpose of depositing Grants and Contributions for Projects and expending the funds in furtherance of the Projects;

BE IT FURTHER RESOLVED, that the Chairman of the Board of Directors of Elm City and his/her designee(s), be, and hereby are, jointly and severally, authorized and directed in the name and on behalf of Elm City to establish one or more "capital" or "escrow" bank accounts ("Capital Accounts") with one or more federally insured institutions of their choice;

BE IT FURTHER RESOLVED, that

Individuals with the following titles are approved to be authorized signers for the Capital Accounts:

- School Principal(s)
- School Board Chair
- School Board Treasurer

Checks and wire transfers for less than \$10,000 require only one signature from the above. Amounts equal to or exceeding \$10,000 shall require approval by a second authorized signer via either a second signature or written authorization which can be in the form of an email. Checks and wire transfers payable to Achievement First, Inc. cannot be signed by an Achievement First, Inc. employee; and

BE IT FURTHER RESOLVED, that any such actions as are required or appropriate pursuant to the foregoing are hereby authorized, including the authority to enter into, execute and deliver such documents and take such action as may be necessary or appropriate in order to effectuate the foregoing. Any and all actions previously taken by Elm City in connection with the transactions contemplated by these resolutions be, and hereby are, adopted, ratified, confirmed and approved in all respects.

Laura Saverin moved to approve the Bank Account Approval.

Seconded: Sharon Oster

The Board voted unanimously to approve the Bank Account Approval.

Mr. Ferguson asked if the board had any other business. Hearing none, the meeting adjourned at 7:25pm.

Joe Boskovski moved to adjourn this meeting.

Seconded: Laura Saverin

The Board voted unanimously to adjourn this meeting.