

Approved 7/23/13

**Elm City College Preparatory**  
**MINUTES**  
**Board of Directors Meeting**  
**May 29, 2013**  
**5:30 – 7:30 p.m.**

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**Amistad Academy Board Members in Attendance:** Melinda Hamilton, Khadijah Muhammad, Alex Troy, Paul McCraven, Caroline Williams, Lisa Bonnifield, Katrin Czinger, Lorriane Gibbons, Michael Van Leesten.

**Elm City College Prep:** Dick Ferguson, William Heins, Laura Saverin, Patricia Pierce, Joe Boskovski, Marnie Halsey, Sharon Oster.

**Others in Attendance:** Kelonda Maull, Lauren Miller, Hillary Bridges, Magaly Cajigas, Sarah White, Rebecca Good, Scot Kerr, Bill Bouton, Ken Paul, Rebecca Trombly, Kevin Taylor, Teresa Neff-Webster, Shirley Harrell, Max Polaner, Tony Siddall, Melissa Bailey.

Ms. Hamilton called the meeting to order at 5:40pm. Hearing no public comment she asked the board to introduce themselves and welcomed Melissa Bailey (New Haven Independent Reporter) to our board meeting.

Mr. Siddall introduced Scot Kerr our new Associate Director of Governance for Team External Relations to the board and he gave background of his past experiences and everyone welcomed him to the team.

Ms. Hamilton spoke to the board regarding the Amistad High School Senior Singing day and gave background to the event that took place on May 29. She expressed her excitement and how proud she is of Achievement First scholars.

Ms. Hamilton asked Sarah White to give her Principal Report to the Board.

Ms. White spoke to the Board regarding student achievement and progress toward goal for this year and expressed her excitement to meeting goal. She mentioned some challenges this year with teacher buy-in and retention regarding there school discipline system. She mentioned that 7<sup>th</sup> grade is doing really well with student culture and 5<sup>th</sup> grade is struggling with the transition between 4<sup>th</sup> and 5<sup>th</sup> grade. Ms. White gave background to the transition process from Amistad elementary to Amistad middle school. Ms. White then opened for questions.

Ms. Good spoke to the board regarding student achievement and their celebrations for the year. She let the board know she is excited for the common core transitions and rigorous curriculum. Ms. Good also spoke to the board concerning teacher matriculation and the differences between hiring a first year teacher vs. an experienced teacher and teacher retention. She gave background to the board regarding hiring the first teacher in residence at Elm City and was very excited to let the Board know she will be working for New Haven Public schools. Ms. Good expressed over 95% of 8<sup>th</sup> graders are staying with Achievement First and 95% 4<sup>th</sup> graders are moving to 5<sup>th</sup> grade. She spoke to the Board regarding attendance and meeting goal. School suspensions have decreased. Ms. Good mentioned some challenges for the year dealing with retention and student withdrawals and she is focusing on student

academic investment by visiting other Charter Management Organizations and learning from them on student investment and teacher input. She then opened for questions.

Ms. Hamilton asked Ms. Trombly, a teacher at Amistad Elementary School to speak to the board regarding Teacher Career Pathways (TCP).

Ms. Trombly spoke to the board regarding changes to the TCP and her experience becoming a distinguished teacher. She expressed it was a clear and objective way of learning and she gave background on the teacher observation process and the intensity behind it. She let the Board know the most helpful aspects of the TCP rubric and what she would like to see changed. She then opened for questions. She also expressed she started as a stage three teacher and will be a stage five teacher next year as a kindergarten teacher.

Mr. Ferguson gave an update on the Amistad High school project. He mentioned the state approval process for phase one has been completed and they will continue with phase 2 and will send documents to the state soon to begin construction. They will hire union and non-union workers to work on this project and to meet all workforce requirements and the budget is on track. They're on schedule for January 2015 opening. He then opened for questions. Mr. Ferguson spoke to the boards regarding the Amistad High Building committee and offered board members to be a part of this. Ms. Singh gave background to Ms. Czinger's statement regarding the High school designs and our budget to recognize the civil rights leaders inside and outside the building.

Ms. Hamilton asked Ms. Singh to give an advocacy update.

Ms. Singh announced to the boards that Lauren Miller will be transitioning to Amistad High school to work with our scholars on college readiness. Ms. Singh gave an Advocacy update on the State Governors and Appropriations meetings regarding budget and funding for the 14-15 school year. Ms. Singh spoke to the boards regarding expansion efforts in Hartford and Bridgeport and she then opened for questions.

The boards watched a short video of senior signing day.

Ms. Hamilton asked all boards to transition into individual board meetings hearing no other questions.

### **Elm City College Prep Individual Board Meeting**

**Board Members in Attendance:** Dick Ferguson, William Heins, Laura Saverin, Patricia Pierce, Joe Boskovski, Marnie Halsey, Sharon Oster.

**Others in attendance:** Kevin Taylor, Kelonda Maull, Tony Siddall, Magaly Cajigas.

**Mr. Ferguson brought the meeting to order.**

Approval of past minutes:

Motion to approve: William Heins

Seconded: Laura Saverin

The Board VOTED unanimously to approve the past meeting minutes.

Mr. Ferguson asked Laura Saverin to review the Forecast Financials.

Ms. Saverin gave the board background on the Forecast Financials. She let the board know of any current adjustments that have been made given past discussions. She reviewed the surpluses for all schools and explained philanthropy efforts for the remaining balances and operations. She then opened for questions.

Approval of Forecast Financials:

Motion to approve: Joe Boskovski

Seconded: William Heins

The Board VOTED unanimously to approve the Forecast Financials.

Ms. Saverin reviewed the 2013-2014 budget with the Board and explained the key drivers for per pupil funding. She explained per pupil funding per seats and everything is looking great for next year. She then opened for questions and asked for a motion to approve.

Approval of Proposed Budget:

Motion to approve: Joe Boskovski

Seconded: Patricia Pierce

The Board VOTED unanimously to approve the Budget.

Mr. Ferguson and Ms. Saverin spoke to the board regarding the Audit and re-appointment of auditors and gave background. Ms. Saverin opened for questions and a motion to re-appoint CohnReznik as independent auditors.

Re-appoint CohnReznik as independent auditors:

Motion to approve: Joe Boskovski

Seconded: Patricia Pierce

The Board VOTED unanimously to Re-appoint CohnReznik as independent auditors.

Mr. Ferguson asked Mr. Siddall to give background to the CT State Alternative Educator Plan.

Mr. Siddall gave the board background on the CT State Alternative Educator Evaluation Plan as the Teacher Career Pathway program and asked for board approval.

Approve CT State Alternative Educator Evaluation Plan:

Motion to approve: Joe Boskovski

Seconded: Laura Saverin

The Board VOTED unanimously to approve the CT State Alternative Educator Evaluation Plan.

Mr. Siddall gave background to the summer board retreat and would like the boards to talk through presentations and have discussions on board responsibilities. Mr. Kerr will be reaching out for board for feedback and input soon. Ms. Oster spoke to the board regarding

board giving. Mr. Paul spoke to the board regarding philanthropy and the transition of Achievement First schools and expansion efforts. Mr. Siddall and Mr. Paul then opened for questions.

Mr. Siddall gave background to our By-laws amendment process and introduced our prospective new Parent rep. Magaly Cajigas. The board was very excited to have her observe the meeting and look forward to voting her in soon.

Mr. Ferguson asked the board to approve the SDE Healthy Foods Certification.

Authorize Chairman to execute the SDE Healthy Food Certification Statement:

Motion to approve: Sharon Oster

Seconded: Marnie Halsey

The Board VOTED unanimously to approve the SDE Healthy Food Certification Statement.

Mr. Ferguson asked the board to review and approve the PGP Committee report and accept the report.

Accept the PGP Committee report for review:

Motion to approve: Laura Saverin

Seconded: Marnie Halsey

The Board VOTED unanimously to approve the PGP Committee report and accept.

Mr. Ferguson asked the board to approve the Memorandum of Understanding re: 403 James Street.

Approve Memorandum of Understanding re: 403 James Street:

Motion to approve: Laura Saverin

Seconded: Patricia Pierce

The Board VOTED unanimously to approve the Memorandum of Understanding re: 403 James Street.

Mr. Ferguson asked the board to authorize him to execute the ED042 in support of Amistad HS. They reviewed the resolution together.

Authorize Chairman Ferguson to execute the ED042 in support of Amistad HS:

Motion to approve: William Heins

Seconded: Joe Boskovski

The Board VOTED unanimously to authorize Chairman Ferguson to execute the ED042 in support of Amistad HS.

Mr. Ferguson moved the meeting into executive session at 8:00pm and returned at 8:16pm.

Mr. Ferguson adjourned the meeting at 8:17pm.

Motion to adjourn: Laura Saverin

Seconded: Marnie Halsey

The Board VOTED unanimously to adjourn the meeting.

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Respectfully Submitted