

Approved: June 10, 2013

**Achievement First Bridgeport Academy
Board of Directors Meeting Minutes**

March 18, 2013, 6:00-8:30 p.m.

Board Members in Attendance: Cornelius Medas , Jim Bennett, Judy Andrews, Marlene Mucauda, Deb Hertz, Wiley Mullins, Andy Boas, Chris Kunhardt, Dick Kalt

Others in Attendance: Kelonda Maull, Tony Siddall, Lauren Miller, Kate Baker, Heather Wachter , Carol Boas, Morgan Barth.

Mr. Boas called the meeting to order at 6:07pm hearing no public comment.

Principal Reports

Mr. Boas asked Kate Baker to present her Principal Report.

Ms. Baker discussed successes for the year and expressed her excitement for the upcoming school year and 100% retention for her leadership team for next year. Ms. Baker discussed some challenges this year regarding attendance and how the snow days decreased the attendance below the goal of 98%, and she is thinking of ways to make these days up. She also spoke to the board regarding student data and teacher recruitment. She then opened for questions.

Mr. Boas asked Morgan Barth to present her Principal Report.

Mr. Barth spoke to the board regarding Connecticut Mastery Testing (CMT), building excitement by showing data and positive articles from last year to increase scholar and teacher excited and to understand the importance of the CMTs. Mr. Barth spoke to the board about successes so far this year; staff morale has increased since our last meeting in February. He had a successful Vacation Academy over February break and he is confident going into CMT's. Ms. Andrews spoke to the board regarding Vacation Academy in February and the amazing feeling of the scholars showing up. She gave her perspective of the day and the importance of facilitating a really great day. This was great for families and everyone was on board. Mr. Barth mentioned to the board about building up the 5th graders and preparing all of his scholars for CMT's. He is working on preparing for the Common Core standards shift and this year they have been piloting a new curriculum that is rigorous to Common Core and next year they will make this adjustment for Math. Teacher Career Pathways celebrated some of his teachers and he is very excited to have three distinguished Master teachers from Achievement First Bridgeport Academy. He is also excited to have Challa as the Principal next year and he is working with her now on teacher schedules, school priorities and he is confident she will be great. Mr. Barth

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spoke to the board about Soren the new Director of School Operations and his job as a school leader. School culture has been better for the year by using student incentives to helping kids progress with homework, attendance and overall discipline. Some challenges this year, attendance took a decrease, but now is back to 97% on average. Mr. Barth reported on a discipline issue at the talent show, and the need for the school to manage the differences between school culture and street culture at all times. He then opened for questions. Mr. Cornelius asked about school culture and pressures from the outside community and the idea that scholars are scared to talk about issues because of being called a "Snitch". Is there a secret drop box? Mr. Baker mentioned there will not be a secret box and kids always talk to our staff about many things besides school culture and shouldn't feel scared to talk.

Resolutions

Past Board Meeting Minutes:

Mr. Boas asked for a motion to approve the past minutes.

Approve past meeting minutes:

Request motion to approve past meeting minutes. Second the motion. Vote.

- i. Motion: Chris Kunhardt
- ii. Second: Cornelius Medas

The Board voted unanimously to approve the minutes.

Mr. Boas asked the board to approve the Credit Card Authorization.

Credit Card authorization and credit limit resolution:

NOW, THEREFORE, BE IT RESOLVED, that Achievement First is hereby authorized and directed to investigate and obtain a credit card in the account of this Corporation for Florisca Carter and Soren Gutierrez, 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.

This vote is tabled until the next meeting in June.

Mr. Boas asked the board to approve the expanded enrollment resolutions.

Request expanded enrollment:

WHEREAS, for every available seat at Achievement First Bridgeport Academy there are more than three applicants, and

WHEREAS, Achievement First Bridgeport has a track record of strong academic performance and parent satisfaction,

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NOW, THEREFORE, BE IT RESOLVED, that the Achievement First Bridgeport Board of Trustees seeks a charter amendment to increase enrollment by up to 800 seats, structured as a new middle school academy and a new elementary school academy, based upon the successful school model now in place at Achievement First Bridgeport Academy.

Request motion to approve expanded enrollment.

- i. Motion: Deb Hertz
- ii. Second: Wiley Mullins

The Board voted unanimously to approve the expanded enrollment.

Mr. Boas asked the board to approve the forecasted financials.

Forecasted financials:

Mr. Boas gave the board an update on the financial statements and the balance sheets for Achievement First Bridgeport Academy. He spoke regarding the philanthropy efforts and the obligation of spending. He then opened for questions. Mr. Boas will follow up with more information on state grants and reimbursements.

Request motion to approve financials.

- i. Motion: Deb Hertz
- ii. Second: Wiley Mullins

The Board voted unanimously to approve the Financials.

Principal Evaluation Timeline Update

Mr. Siddall gave an update on the principal evaluation timeline and let the board know the call will happen soon. He then opened for questions.

Fundraising Update

Mr. Boas spoke to the board regarding funding and Achievement First Bridgeport Academy regarding the mortgage for the addition at the middle school and is hoping for a Loan forgiveness program. He will have an update for our June meeting. He then opened for questions. Mr. Wiley spoke to the board regarding results and funding in Bridgeport and reaching out to other foundations for support.

New Schools Update

Mr. Boas gave the board an update on New Schools. They have met with Bridgeport Public Schools to discuss opening new schools for Achievement First in Bridgeport. He spoke to the board regarding funding and if the city will be willing to fund the funding gap for Achievement First. Achievement First will need facility support and answers from the city before we can plan to open a new elementary school in 2014 & a middle school in 2015. Mr. Boas spoke to the board regarding advocacy and working with Paul Valise for BPT. He then opened for questions.

Ms. Boas and Ms. Andrews spoke to the board regarding Teach for America teachers and the notion that many leave after working with Achievement First for 2 years. They stressed there concerns and the importance of continuity which will increase staff and scholar trust as they progress to the next grade level. Mrs. Boas asked how can we recruit more experienced

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teachers or committed teachers? Mr. Boas then opened for questions and discussed this more in depth.

Mr. Boas asked if there is any other business. Hearing none, meeting adjured at 7:30pm

Request motion to adjourn the meeting.

- i. Motion: Deb Hertz
- ii. Second: Marlene Macauda

The Board voted unanimously to adjourn the meeting.