

MINUTES
Joint Session
Amistad Academy & Elm City College Preparatory
Boards of Directors
Wednesday, May 28, 2014, 5:30 7:30 p.m.
130 Edgewood Avenue, New Haven

Board Attendance:

ECCP

Magaly Cajigas, ECCP Board - Yes
Erik Clemons, ECCP Board - Yes
Richard Ferguson, ECCP Board - Yes
Carolyn Greenspan, ECCP Board - Yes
Marnie Halsey, ECCP Board - Yes
William Heins, ECCP Board - Yes
Sharon Oster, ECCP Board - Yes
Patricia Pierce, ECCP Board - Yes
Lystra Richardson, ECCP Board - Yes
Laura Saverin, ECCP Board - Yes
Kaitlyn Stasik, ECCP Board - Yes
Pat Sweet, ECCP Board - Yes

Amistad:

Katrin Czinger, AA Board - Yes
Lorraine Gibbons, AA Board - Yes

Call to order (Melinda Hamilton)

No Public Comment

Melinda announced that she's stepping down from the board once a successor is identified

Reports:

Principal Reports (Amanda Alonzy, Andrew Poole)

Amanda:

1. Most challenging grades are where students are taking the state tests - we are trying to make sure we have robust goals for all grade levels
2. Students in every grade take an end of the year reading test
3. In Math, we are adding tutoring in all grade levels to boost students who are struggling
4. Professional development: Focus on practice based PD

Michael Griffin, AA Board - Yes
Melinda Hamilton, AA Board - Yes
Andrew Lachman, AA Board - Yes
Jane Levin, AA Board - Yes
Paul McCraven, AA Board - Yes
Khadijah Muhammad, AA Board - Yes
William Powers, AA Board - Yes
Michael Thomas, AA Board - Yes
Caroline Williams, AA Board - Yes

Others in Attendance

Max Polaner, Brownsville Board - Yes
Gaylord Bourne, AF Network Support - Yes
Brian Cooney, AF Network Support - Yes
D. Scot Kerr, AF Network Support - Yes
Kelonda Maull, AF Network Support - Yes
Sharon Richards, AF Network Support - Yes
Amanda Alonzy, School Leadership - Yes
Hillary Bridges, AF Network Support - Yes
Andrew Poole, School Leadership - Yes

5. SBAC is the new computer based test which will replace the former CMT. Students in grades 3-8 take them. There are 2 reading and 2 math tests. Students have to fully type essays on the computer - we need to do more next year to help students with this skill. The tests are not timed, so students can take as long as they need. Students seem to feel very comfortable with the technology and the test is slightly lower stress than the old CMT.

Andrew:

1. End of the Year Goal - 90% proficient and 40% advanced.
 - a. Kindergarten and first grade are doing well. Scholars that are on the brink on getting "Whatever it takes" Interventions.
 - b. Second grade - we will hopefully get there by the end of the year
 - c. Third and Fourth grade - we made tremendous growth in IA results, however, these 2 grades are typically challenging for us to reach our goal

Report of the Governance Committees (Marnie Halsey)

- Amistad board and ECCP board are meeting together to share practices, but acting independently.
- One agenda items for the next meeting is to discuss leadership changes for Amistad Academy and discuss hiring officers for next year.
- The committee is developing a pipeline of potential candidates and encourages everyone to suggest potential members.
- Everyone received an individualized board involvement report to let directors know how involved they were. We plan to provide these reports in June and November each year. Marnie encourage everyone to provide feedback and point out potential inaccuracies.

Updates:

Achievement First updates

Chastity Lord, Chief External Officer, provided an AF update regarding the CXO teams:

- Enabled by internal transitions CXO teams will be restructured to provide greater geographic focus around community engagement:
 - Marketing will become Brand Strategy
 - Team External will become more focused on community involvement, student recruitment, and advocacy-
 - Authorizer Relations will move to a newly created team and
 - Board Relations will move under Team Development

Board Retreat Planning

Board retreat will happen on July 21st in CT. We will do a deeper dive into the issues around our work. We will balance activities between learnings and problem solving. Board members will answer the following questions:

1. I would like to learn more about...
2. I would like to work with directors to create a solution for...

Board members submitting suggestions of what they would like to discuss on index cards for Scot's review.

Transition to Individual Board Meetings

Elm City
Board of Directors
Wednesday, May 28, 2014
130 Edgewood Avenue, Amistad Room

Board Attendance:

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Patricia Pierce, ECCP Board - Yes
Lystra Richardson, ECCP Board - Yes
Laura Saverin, ECCP Board - Yes
Kaitlyn Stasik, ECCP Board - Yes
Pat Sweet, ECCP Board – Yes
Kelonda Maull, AF Network Support - Yes

Dick Ferguson called the meeting to order at 6:55pm.

No public comment

Board Business:

Mr. Ferguson asked the Board to review the following resolutions and approve.

Approve minutes of March 26, 2014 meeting

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College Preparatory hereby approves the 3/26/14 Meeting Minutes as drafted.

Moved by: Carolyn Greenspan

Seconded by: Laura Saverin

All In Favor

Financial Report as of April 30, 2014

- Ms. Saverin gave a brief update on the current financial report and discussed the deficit and surplus for the entire charter. She then opened for questions.
- Mr. Clemons asked about enrollment and open seats in reference to the current budget. The board discussed teacher hiring.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College Preparatory hereby accepts the YTD financial report dated 4/30/14 as presented.

Moved by: Marnie Halsey

Seconded by: Will Heins

All In Favor

Sharon left the meeting at 7:00pm

Budget approval for 2014-15

- The Board discussed the 2014-15 budgets and explained the costs for next year.
- Ms. Saverin discussed the upcoming state per pupil funding and explained that philanthropy needs will be higher this year.
- She discussed debt for building the new Amistad High School and explained all these costs are included into the budget and philanthropy covers such costs.
- The board discussed bussing and special education costs between New Haven, Hartford and Bridgeport. She explained the schools are shifting to a two year budget cycle to accept seats in all grades and have larger classroom sizes.
- Mr. Ferguson spoke to Ken Paul's philanthropic work and expressed it is up to the Board to advocate for our schools and every conversation we have will reach others. The Board discussed community engagement more in depth and the immense role they play in showing why Achievement First schools are important. Ms. Saverin opened for questions.
- The Board discussed the need to continue conversations of expanding and the need for district funding in each city.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College

Preparatory hereby approves the financial budget as recommended by the Finance Committee and prepared by Achievement First for the 2014-15 fiscal year.

Moved by: Carolyn Greenspan

Seconded by: Marnie Halsey

All in Favor

Approve revised Financial Policies & Procedures regarding Payment of Invoices

Mr. Ferguson asked the board to approve the Financial Policies & Procedures regarding Payment of Invoices.

WHEREAS Achievement First is responsible for accounting services including the timely payment of invoices, AND WHEREAS Elm City College Preparatory is responsible for the approval to pay invoices whether by signed check or approved invoice

NOW THEREFORE BE IT RESOLVED THAT, The Board of Directors of Elm City College Preparatory approves a revised policy for payment of invoices to enable the electronic processing of invoices and their approval for payment as drafted.

Moved by: Pat Sweet

Seconded by: Erik Clemons

All In Favor

Authorize Chairman to Execute the Healthy Food Certificate

Mr. Ferguson asked the board to approve the Healthy Food Certificate.

NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College Preparatory hereby authorizes the Board Chairman to certify that we will meet the standards specified in Section 10-215e of the Connecticut General Statutes for the period July 1, 2014 through June 30, 2015.

Moved by: Will Heins

Seconded by: Laura Saverin

All in Favor

Re-elect board members

Mr. Ferguson gave background to re-electing the below board members. The Board discussed the below members after they exited the room at 7:35pm. Dick Ferguson asked the board to re-elect the members. Board members returned to the meeting at 7:37pm.

- Lystra M. Richardson, Class II Director with a term expiring 6/30/17
- Erik Clemons, Class II Director with a term expiring 6/30/17

- Patricia Pierce, Class II Director with a term expiring 6/30/17

Moved by: Marnie Halsey
Seconded by: Laura Saverin
All in Favor

Re-elect officers

Officers left the room at 7:36pm and returned at 7:38pm. Marnie asked the Board to re-elect officers.

Re-elect officers

- Chairman - Dick Ferguson
- Vice-Chair - William Heins
- Treasurer - Laura Saverin
- Secretary - Lystra Richardson

Moved by: Carolyn Greenspan
Seconded by: Eric Clemons
All in Favor

Board Discussion

Ms. Magaly Cajigas showed a skit from her daughter's 5th grade class during teacher appreciation week.

Ms. Magaly Cajigas asked the board to attend the Elm City Colors night on June 19.

Magaly Cajigas left the meeting at 7:43pm.

Executive Session to discuss principal Professional Growth Plan (PGP)

Enter Executive Session:
Moved by: Eric Clemons
Second by: Will Heins
All in Favor

The Principal Committee gave the Board an update on the Professional Growth Plan calls that took place in April for Rebecca Good and Andrew Poole.

Leave Executive Session:
Moved by: Eric Clemons
Second by: Pat Sweet
All in Favor

Meeting adjourned at 7:52pm.

Moved: Lystra Richardson
Second: Carolyn Greenspan
All in Favor

Minutes taken by: Kelonda Maull, External Relations Coordinator