

Joint Session
Amistad Academy & Elm City College Preparatory
Board of Directors

Wednesday, May 20, 2015, 5:30 – 7:15 pm
Achievement First Network Support, 403 James Street, New Haven

I. Call to Order & Attendance

The meeting was called to order at 5:50 pm by Dick Ferguson.

The following board members, constituting quorum, and Achievement First Staff were in attendance:

Jennifer Connell, AA Board - Yes
Katrín Czinger, AA Board - Yes
Lorraine Gibbons, AA Board - Yes
Carolyn Greenspan, AA Board - Yes
Michael Griffin, AA Board - Yes
Toni Harp, AA Board - No
Howard Hill, AA Board - No
David Katzman, AA Board - Yes
Dorsey Kendrick, AA Board - No
Andrew Lachman, AA Board - Yes
Jane Levin, AA Board - Yes
Tashia Mills, AA Board - No
Reginald Simmons, AA Board - Yes
Pat Sweet, AA Board - Yes
Caroline Williams, AA Board - Yes
Daisy Gonzales, AA Board - No

Magaly Cajigas, ECCP Board - Yes
Richard Ferguson, ECCP Board - Yes
Patric Gregory, ECCP Board - No
Marnie Halsey, ECCP Board - Yes
William Heins, ECCP Board - Yes (Phone)
Stephanie Ma, ECCP Board - Yes
Sharon Oster, ECCP Board - No
Patricia Pierce, ECCP Board - Yes
Lystra Richardson, ECCP Board - No
Laura Saverin, ECCP Board - Yes
Kaitlyn Stasik, ECCP Board - Yes
Carlos Torre, ECCP Board - Yes
Sean Williams, ECCP Board - No

Sarah Blanton, Network Support - Yes
Ken Paul, Network Support - Yes
Lenny Speiller, Network Support - Yes
Max Polaner, Network Support - Yes
Candice Dormon, Network Support - Yes

Guests: Aliyya Swaby, New Haven Independent Staff Writer
Genevive Walker- Elm City College Prep Board Candidate
Cassie Crockett - Amistad Academy Board Candidate

II. Open Session For Public Comment

No public comment.

III. Principal Reports

Amanda Alonzy, Principal of Amistad Academy Elementary, presented her report. She shared that the school hosted a well attended SBAC night for families (approximately eighty percent of parents were present) to learn more about the new state test and help support test preparation. Overall, students are happy and prepared to take the SBAC test. Students attended a camp fair which showcased many summer opportunities for them. Ms. Alonzy was pleased to report that school leadership is remaining the same and are recruiting new teachers. Leadership is working on sustainable careers for teachers. From a budget perspective, leadership is being thoughtful about spending responsibly while still operating the school effectively.

Katie Poynter, Principal of Amistad Academy Middle School, presented her report. Like the elementary school, students are preparing for SBAC testing. Leadership is focusing on positive school culture and putting an emphasis on being happy. Ms. Poynter shared a school video titled “You’re gonna rock this test” which featured students actively engaged in fun test preparation. In order to get ready for next year, the leadership team is gathering input from teachers to identify potential focus areas (Ex. adult culture, kid culture and instruction). Ms. Poynter believes that when adults model investment in education the students likewise engage more directly academically and invest in their education. Ms. Poynter was happy to report low teacher turnover and high retention while noting some leadership changes at the Dean level. She confirmed that new teachers receive extensive training and all teachers receive two weeks of summer professional development.

IV. Joint High School Committee (Caroline Williams)

Ms. Caroline Williams provided a report on Amistad High School. She shared that senior signing day was a great success and rising 9th grade students were in attendance. She confirmed that test preparation is going well and students are excited to take their AP exams. Ms. Williams reiterated that the spring has been difficult with a lean staff noting that a few school leaders have been out due to various reasons. In addition, outgoing Principal Chris Bostock is closing out the school year strong despite transitioning to AF Brooklyn High School. Ms. Williams shared the Joint High School Committee’s recommendation for Principal. Ms. Williams also urged all board members to attend AF Amistad High’s Dedication on June 4th that will feature Dr. David Harris, Provost and Vice-President of Tufts University, as the keynote speaker.

V. Governance Committee (Marnie Halsey)

Ms. Halsey provided a report on the Governance Committee. She shared that the committee is intensely focused on recruitment of new board members. Ms. Halsey welcomed Carlos Torre to the board. Ms. Halsey also welcomed Genevieve Walker and Cassie Crockett as potential new members. Ms. Halsey shared that the Bylaws Subcommittee is actively reviewing the bylaws to ensure all compliance and regulations are up to date. The Governance Committee will present its recommendation at the retreat in August.

VI. Advocacy Update (Lenny Speiller)

Mr. Speiller provided a report on Achievement First's advocacy initiatives. He discussed the proposed moratorium on new charter schools and explained that charter schools are currently facing a financial moratorium on new schools and seat growth (backfilling open seats or growing existing seats). Mr. Speiller discussed Achievement First's strategies and hopes that by June 3, 2015 when legislative session ends there will be a solution. Mr. Speiller clarified that budget conversations are about maintaining base operating expenses in a time when there is flat funding while expenses increase. For example, should the moratorium go into place Amistad High School will be forced to retain a lean staff next year and in many cases teachers will need to increase their already heavy class load by teaching an additional grade. It's also possible that the school may need to inform 33 students that they can no longer attend due to state budget constraints.

VII. June 4th Dedication (Ken Paul)

Mr. Paul invited all board members to attend the June 4th AF Amistad High School Dedication event. He explained that the event is important to celebrate not only the new building but the wonderful high school program and its bright future. Mr. Paul also reminded members to make a financial contribution and the importance of 100 percent participation by the end of the fiscal year, June 30.

VIII. Board Business

RESOLVED, the Boards of Directors of Amistad Academy & Elm City College Preparatory hereby approves the joint meeting minutes from March 25, 2015.

Moved by Pat Sweet

Seconded by Laura Saverin

All in favor

Adjourn to Individual Board Meetings

Elm City College Preparatory Board of Directors Meeting

Achievement First Network Support, 403 James Street, New Haven

I. Call to Order & Attendance

The meeting was called to order by Dick Ferguson at 6:50pm

The following directors, constituting a quorum, and staff were in attendance:

Magaly Cajigas, ECCP Board - Yes

Carlos Torre, ECCP Board - Yes

Richard Ferguson, ECCP Board - Yes

Patric Gregory, ECCP Board - No

Marnie Halsey, ECCP Board - Yes

William Heins, ECCP Board - Yes

Stephanie Ma, ECCP Board - Yes

Sharon Oster, ECCP Board - No

Patricia Pierce, ECCP Board - Yes

Lystra Richardson, ECCP Board - No

Laura Saverin, ECCP Board - Yes

Kaitlyn Stasik, ECCP Board - Yes

Sean Williams, ECCP Board - No

Sarah Blanton, Network Support - Yes

Max Polaner, Network Support- Yes

II. Open Session For Public Comment

No public comment

III. Financial Report (Laura Saverin and Max Polaner)

Laura Saverin presented the financial report. She confirmed that Elm City College Prep's budget is on target for this current fiscal year which ends on June 30, 2015. We are expecting small surpluses at the Elementary, Middle and High School.

This has been a difficult year for budgeting for our school and all CT schools. It's unclear how much backfilling we'll be able to do to increase class size because of the ambiguity around seat growth from the State. The per-pupil amount has stayed relatively flat this year. The district has increased salaries and so we are also increasing salaries to remain competitive. Elm City College Prep does not have grade growth because it is already K - 12. Elm City College Prep no longer receives the Teacher Incentive Fund (TIF) grant from the Federal Government.

While Elm City College Prep is not opening Elm City Imagine, next year's 5th and 6th grades will transition to the Greenfield model. It cannot be done in the same building so the school is, in effect, splitting, and causing expenses to rise. There will be two sets of leadership teams, two facilities. AF will cover the added cost, through philanthropy, of these changes. The Finance Committee spent time with Max Polaner, CFO, discussing the budget and recommends that the Board approves the budget.

Max Polaner spoke about AF's financial strategy to spend an amount that does not exceed the district. Laura Saverin reiterated a point made by Will Heins that the per pupil allotment is an important data point to include so that the Board can understand the extent to which the overall AF financial strategy maps onto the budget. Will Heins requested the final step of breaking down the budget by per-pupil for the Board so they can best understand the complexities of the budget.

IV. Board Business

Resolution 1:

RESOLVED, the Boards of Directors of Elm City College Preparatory hereby approves the joint meeting minutes from March 25, 2015.

Moved by Pat Sweet

Seconded by Laura Saverin

All in favor

Resolution 2:

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the meeting minutes from March 25, 2015.

Moved by Magaly Cajigas

Seconded by Laura Saverin

All in favor

Carlos Torre and Patricia Pierce abstained

Resolution 3:

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the financial report as presented.

Moved by Dick Ferguson

Seconded by Magaly Cajigas

All in favor

Carlos Torre abstained

Resolution 4:

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the financial budget as recommended by the Finance Committee and prepared by Achievement First for the 2015-16 fiscal year.

Moved by Patricia Pierce

Seconded by Stephanie Ma

All in favor

Carlos Torre abstained

Resolution 5:

RESOLVED, the Elm City College Preparatory Board of Directors hereby ratifies the re-appointment of CohnReznik to perform the financial audit of the 2014-15 fiscal year.

Moved by Patricia Pierce

Seconded by Will Heins

All in favor

Carlos Torre abstained

Resolution 6:

RESOLVED, the Elm City College Preparatory Board of Directors hereby elects Genevieve Walker to the Board of Directors with a three year term limit ending June 30, 2018.

Moved by Laura Saverin

Seconded by Magaly Cajigas

All in favor

Resolution 7:

RESOLVED, the Elm City College Preparatory Board of Directors hereby ratifies the re-election of Directors with the following directors term limits specified below:

William F. Heins - June 30, 2018

Moved by Patricia Pierce

Seconded by Marnie Halsey

Laura Saverin - June 30, 2018

Moved by Genevieve Walker

Seconded by Magaly Cajigas

Marnie Halsey - June 30, 2016

Moved by Laura Saverin

Seconded by Will Heins

Kaitlyn Stasik - June 30, 2016

Moved by Dick Ferguson

Seconded by Marnie Halsey

Magaly Cajigas - June 30, 2016

Moved by Laura Saverin

Seconded by Genevieve Walker

Resolution 8:

RESOLVED, the Joint Board of Directors of Elm City College Preparatory Board of Directors hereby elects Claire Polcrack as the Principal of Achievement First Amistad High School effective July 1, 2015.

Moved by Will Heins

Seconded by Laura Saverin

All in favor

Genevieve Walker and Carlos Torre abstained

Executive session was entered into at 7:32 p.m.

Resolution 9:

RESOLVED, the Board of Directors of Elm City College Preparatory, approve the amendment to the Blake Street lease as presented,

Moved by Genevieve Walker

Seconded by Patricia Pierce

All in favor

Carlos Torre abstained

FIRST AMENDMENT TO LEASE

THIS FIRST AMENDMENT TO LEASE (this "Amendment") effective as of March , 2015 is hereby entered into by and between Blake Street Center Associates, LLC (the "Landlord") and Elm City College Preparatory, Inc. (the "Tenant").

WHEREAS, Landlord and Tenant are parties to that certain Lease dated as of January 22, 2015 (the "Lease") pursuant to which Tenant leased from Landlord certain premises located at 495 Blake Street, New Haven, Connecticut (the "Leased Premises");

WHEREAS, Landlord and Tenant desire to amend the Lease pursuant to Section 4.2 to reduce the square footage leased thereunder because it would cost Tenant more than \$100,000 to make improvements to the Leased Premises in order to obtain a valid Certificate of Occupancy covering Tenant's permitted use on the second floor;

NOW, THEREFORE, Landlord and Tenant, in consideration of the mutual covenants, conditions and agreements hereinafter contained, do hereby agree as follows:

1. Exhibit A. The floor plan attached to the Lease as Exhibit A shall be deleted in its entirety and replaced with the floor plan attached to this Amendment as Exhibit A-1.

2. Amendments.

A. Section 3.1 of the Lease is hereby amended and restated in its entirety as follows:

"Section 3.1 Tenant shall pay to Landlord a base rental ("Base Rent") in the amounts specified below beginning on July 1, 2015 (the "Rent Commencement Date"):

(a) From July 1, 2015 to June 30, 2016, the Base Rent shall be \$12.00 per sq. ft., \$225,468.00 annually or \$18,789.00 per month;

(b) From July 1, 2016 to June 30, 2017, the Base Rent shall be \$13.25 per sq. ft., \$439,237.50 annually, or \$36,603.13 per month;

(c) From July 1, 2017 to July 31, 2018, the Base Rent shall be \$14.25 per sq. ft., \$472,387.50 annually, or \$39,365.63 per month;

(d) During the Term, commencing on July 1, 2015 and annually on each July 1st thereafter, Tenant shall pay Landlord an additional \$1,000.00 per year for Tenant's use of approximately 150 square feet of space in the basement of the Premises, the location of which shall be approved by Landlord in its reasonable discretion; and

(e) During any Extension Period, the Base Rent shall increase three (3.0%) over the Base Rent for the previous lease year.

Base Rent shall be paid in advance in equal monthly installments and on the first day of each calendar month."

B. Section 5.2 of the Lease is hereby amended by adding the following language at the end of the paragraph:

"Tenant and Landlord agree to work cooperatively to determine if improvements to the Premises will be required to provide a common space at the top of the stairway depicted on Exhibit A, which improvements may include Tenant reconstructing certain doorways. The construction and cost of any such mutually agreed upon improvements shall be the sole responsibility of Tenant.

C. The first sentence of Section 5.6 of the Lease is hereby amended and restated in its entirety as follows:

"Section 5.6 Landlord shall provide Tenant with an improvement allowance (the "Tenant Improvement Allowance") in an amount not to exceed Three Hundred Eight Thousand Eight Hundred Forty Dollars (\$308,840) for the construction of alterations,

additions and improvements to the Demised Premises, including hard costs incurred in connection with such alterations, additions and improvements.”

3. Full Force and Effect. Except as herein modified, all other terms and conditions of the Lease remain in full force and effect throughout the term of the Lease. This Amendment, including Exhibit A-1, is incorporated into and made a part of the Lease.

4. Counterparts. This Amendment may be executed in one or more counterparts, each such counterpart to be deemed an original, and when taken together, all such counterparts shall constitute one and the same instrument.

IN WITNESS WHEREOF, Landlord and Tenant have hereunto executed this Amendment on the day and year first above written.

LANDLORD: Blake Street Center Associates, LLC

TENANT: Elm City College Preparatory, Inc.

Resolution 10:

RESOLVED, That the Board of Directors of Elm City College Preparatory, Inc. reconfirms that the individuals with the following titles are authorized to execute contracts on behalf of the School:

Board Chair

Moved by Laura Saverin

Seconded by Magaly Cajigas

All in favor

V. Board Discussion

Ms. Magaly Cajigas reported that the career day event at the school was a huge success. The scholars asked a lot of great questions and were really engaged and attentive.

A. Summer Retreat Agenda

Sarah Blanton presented the draft agenda for the summer retreat and requested input from the board on what they'd like to have included on the agenda. The summer retreat will include several Network leaders and a variety of topics.

B. Board Giving

Again, the board was encouraged to make their gifts before the end of the fiscal year, June 30, 2015.

VI. Adjourn at 8:06 by Dick Ferguson