

**Achievement First Hartford Academy**  
**Board of Directors Meeting**

Wednesday, January 25, 2017, 7:00 pm

AF Amistad High School

580 Dixwell Ave, New Haven

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

**I. Call to Order & Attendance**

The meeting was called to order at 7:03 p.m. by Barry Jacobson.

Barry Jacobson, AFHA Board - Yes

Jeffrey Digel, AFHA Board - Yes (phone)

Angela Scott, AFHA Board - Yes (phone)

Marshall Ruben, AFHA Board - Yes

Carol Birks, AFHA Board - Yes

Jose Rendon, AFHA Board - Yes (phone)

Ja Hanna, AFHA Board - Yes

David Dee, AFHA Board - Yes (phone)

Sarah Blanton, AF Network Support - Yes

Megan Tokarski, AF Network Support - Yes

Shannon Garfield, AF Network Support - Yes

Public: N/A

**II. Open Session For Public Comment**

No public comment.

**III. Executive Session - personnel**

The board entered Executive Session at 7:05 p.m. Moved by Barry Jacobson. The board exited executive session at 7:23 p.m.

**IV. Approve Minutes**

RESOLVED, the AF Hartford Academy Board of Directors hereby approves the meeting minutes from November 14, 2016.

Motion by Carol Birks

Seconded by Ja Hannah

All in favor

**V. Reports and Discussion**

**A. Board Chair Report (Barry Jacobson)**

Barry reported his key takeaways from conversations he has been having in his capacity as board chair with board members, school staff, and network staff. First, Barry emphasized that the board's most important responsibility is hiring and firing principals, and he believes the board needs to spend more

time focusing on this. Barry would like to create a three-person Principal Committee of the board tasked with developing a relationship with the three principals of AF Hartford Academy Elementary, AF Hartford Academy Middle, and AF Summit Middle. Barry already has a strong relationship with the principal of AF Hartford High.

Beginning with the March board meeting, Barry will ask all four Hartford principals to attend all board meetings and will ask principals to report to the board on the same five topics (vs. providing distinct principal reports): 1) teacher certification, 2) chronic absenteeism, 3) suspensions, 4) academics, and 5) anything else the principals think the board needs to know. The first three topics were named in AF Hartford's charter renewal and probation. Marshall Ruben suggested that the principals should provide data to the board in advance of each meeting. Carol Birks recommended that the board create a uniform template for the principal reports.

Once the board is "fully staffed" (approximately 13 board members), Barry would like to create four committees of the board (of approximately three board members each): 1) Finance Committee, 2) Principal Committee, 3) Governance/Nominating Committee, and 4) Community Relations Committee.

#### **B. Financial Report (Jeff Digel)**

The audit has been completed along with a management letter. Issues named in the management letter are in the process of being addressed, including improving AF Hartford's percentage of certified teachers.

AF Hartford has enrolled 72 fewer students than budgeted, which creates an approximately \$750,000 shortfall. This shortfall has already been partially offset by some cost savings at the schools and will be further addressed by the network.

RESOLVED, the AF Hartford Academy Board of Directors hereby approves the financial report as presented.

Motion by Jose Rendon  
Seconded by Angela Scott  
All in favor

RESOLVED, the AF Hartford Academy Board of Directors hereby accepts the report of the independent auditors CohnReznik prepared in relation to the fiscal year ended 6/30/16.

Motion by Ja Hannah  
Seconded by Angela Scott  
All in favor

#### **IV. Adjourn**

The meeting was adjourned at 7:47 p.m. by Barry Jacobson. Motion by Marshall Ruben. Seconded by Ja Hannah.