

**Achievement First Brooklyn Charter Schools
Board of Trustees Meeting**

Thursday, January 31, 2019; 6:00 – 8:00pm
AF Network Support Offices, 335 Adams Street, Suite 700, Brooklyn, NY

- DRAFT MEETING MINUTES -

Board Members in Attendance:

Alison Richardson, Romy Coquillette, Andy Hubbard, Judge L. Priscilla Hall, Chris Lynch, Jon Atkeson, Warren Young, Will Robalino, Justin Cohen, Deb Shanley, Amy Arthur Samuels; Angela Tucker (attending by phone)

Staff and Guests in Attendance: Erika Hval, Ken Paul, Peter Cymrot, Kevin Anderle; Dacia Toll (attending by phone), Fatimah Barker (attending by phone), David Crockett (attending by phone), Victor De La Paz (attending by phone), Chi Tschang (attending by phone)

Erika Hval recorded the minutes. The meeting was called to order at 6:02 PM.

1. Committee and Board Event Updates

Deb Shanley provided an overview of the recent AF charter renewal meeting and vote conducted by the State University of New York Board of Trustees. Charter renewals for AF Bushwick, AF East New York, AF Linden, and AF North Brooklyn Charter Schools were approved.

Multiple Trustees reviewed highlights from recent visits to AF Aspire Middle, AF Linden Middle, AF Bushwick Elementary, and AF Bushwick Middle schools in December and January.

David Crockett, AF's Director of Capital Projects, provided facilities plan updates for AF Linden Middle.

The Board's Academic Committee members introduced AF Regional Superintendents Kevin Anderle and Chi Tschang to provide an update on mid-year school leadership performance.

2. Mid-Year Principal Performance Update

Regional Superintendents Kevin Anderle (high school academy level) and Chi Tschang (middle school academy level) provided an update on principal and school performance across the AF Brooklyn school network. They pointed out areas of high achievement and growth, as well as focused on plans for improvement where needed. Co-CEO Dacia Toll and Chief External Officer Fatimah Barker provided additional context and answered Trustee questions.



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3. Board Business

Victor De La Paz, CFO, and the Finance Committee discussed minor changes to the AF Fiscal Policies, including updates to staff reimbursement procedures and language adjustments to align with federal regulations mandated by the Office of Management and Budget. The Committee also presented the financials, forecasting a small deficit at the school level; AF is pursuing slight school budget adjustments to address.

The Board approved additional planning years for two elementary school charters, as well as discussed and approved four new principal appointments.

The following resolutions were unanimously approved by the Board, excepting Resolution #2, which received 10 votes of approval and one abstention (related to the presentation of the financials).

Resolution 1: RESOLVED, the AF Brooklyn Board of Trustees hereby approves the revised Achievement First Charter Schools Fiscal Policies substantially as presented, provided the bidding process be updated as discussed [to be circulated/discussed at future Board meeting].

Resolution 2: RESOLVED, the AF Brooklyn Board of Trustees hereby approves the financial report as presented.

Resolution 3: RESOLVED, the AF Brooklyn Board of Trustees hereby agrees to seek additional planning years prior to opening Achievement First Charter School 10 and Achievement First Charter School 11 in the 2020-21 school year.

FURTHER RESOLVED, Achievement First and its designees are, jointly and severally, authorized and directed, in the name of AF Brooklyn Charter Schools, to submit such enrollment plans and other documents needed to seek charter revisions from the charter authorizer in order to effectuate the foregoing resolution.

Resolution 4: RESOLVED, the AF Brooklyn Board of Trustees hereby approves the meeting minutes from November 15, 2018.

Resolution 5: RESOLVED, the AF Brooklyn Board of Trustees hereby approves the meeting minutes from December 17, 2018.

Resolution 6: RESOLVED, the AF Brooklyn Board of Trustees hereby appoints Ashley Baez as the principal of Achievement First Linden Elementary School effective July 1, 2019.



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Resolution 7: RESOLVED, the AF Brooklyn Board of Trustees hereby appoints Allison Laird as the principal of Achievement First Brownsville Middle School effective July 1, 2019.

Resolution 8: RESOLVED, the AF Brooklyn Board of Trustees hereby appoints Derrell Melton as the principal of Achievement First Apollo Middle School effective July 1, 2019.

Resolution 9: RESOLVED, the AF Brooklyn Board of Trustees hereby appoints Claire Shin as the principal of Achievement First Brooklyn High School effective July 1, 2019.

Resolution 10: RESOLVED, the AF Brooklyn Board of Trustees hereby approves, confirms, and ratifies the disciplinary hearing procedures described in each school's Family Handbook, including that the Board of Trustees authorizes Regional Superintendents to serve as hearing officers as necessary and appropriate, provided that no Regional Superintendent shall act as the hearing officer for a school with which the Regional Superintendent works and the Board of Trustees shall review any appeal pursuant to the procedures described in the Family Handbook.

4. Announcements

Announcements were made regarding new Board member orientation, a recent Trustee fundraising event, scheduling future Board school visits, and the upcoming departure of AF's General Counsel.

The Board discussed a formal written complaint from a parent and agreed to work with AF's Legal and Compliance Team to review and respond. In addition, the Board discussed an incident at AF University Prep High School and the Board developed and unanimously approved Resolution #10.

There being no other business before the Board, it was unanimously:

RESOLVED, to adjourn at 9:07 PM.

