

**Achievement First (AF) Brooklyn Charter Schools
Board of Trustees Meeting**

Thursday, November 21, 2019

AF Network Support Offices, 335 Adams Street, Suite 700, Brooklyn, NY

- DRAFT MEETING MINUTES -

Board Members in Attendance:

Alison Richardson, Justin Cohen, Romy Coquillet, Chris Lynch, Deb Shanley, Amy Arthur Samuels, Judith Jenkins and Angela Tucker.

Staff and Guests in Attendance: Kevin Miquelon, Sarah Blanton, Ken Paul, Fatimah Barker, Dacia Toll, Victor De La Paz, David Crockett, Hilary Cymrot, and Kate Caldwell.

Sarah Blanton recorded the minutes. The meeting was called to order at 6:08 pm.

1. Principal Selection Preview

Hilary Cymrot, Senior Director of Principal Preparation, gave an overview of the principal in residence (PIR) program which currently includes 42 PIRs in either the first or second year. The pipeline is growing and is increasingly racially diverse. AF has clarified metrics for success and assessments of proficiency and competency. AF is also working on improving retention.

The current PIR2 cohort has eight elementary school, nine middle school and 7 high school PIRs. December 9th is the principal selection days and the board is invited to observe parts of the day.

2. New York State Test Results

Dacia Toll, co-CEO, led a discussion about the NY test results highlighting the fact that, after many years of growth, the AF New York schools were relatively flat. Embedded within those averages, though, is a range of performance within the elementary and middle schools.

The board discussed the rigor of the elementary school math curriculum and the degree to which the curriculum is driving results. Ms. Toll noted that all schools receive the same daily lesson resources by grade/subject but the top performing schools, grades and/or classrooms are supplementing those resources in meaningful ways.

The board briefly discussed the role that standardized test preparation and performance aligns with or is at odds with great teaching and other priorities, like student experience and



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Greenfield. In addition, the board reviewed AP results and the AP for All program at all Achievement First high schools.

3. Committee Reports

Chris Lynch gave the Finance Committee report, as Jon Atkeson, Treasurer, was not present. The board materials include a new format for financials, as requested by the board. The schools are still running a surplus.

The audit was clean.

Victor De La Paz, AF's CFO, gave an overview of the progress on the Linden Middle School real estate deal that the Facilities Committee has been working on. It is a complex legal structure. The committee has seen the terms of the lease. The Committee anticipates receiving an investment memo before any final action is taken.

David Crockett reviewed details of the five-parcel site itself including the challenges associated with each parcel, as well as the separate Queens project for leasing space for a K-8 school.

4. Board Business

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

Motion by Chris Lynch
Seconded by Romy Coquillette
All in favor.

RESOLVED, the AF Brooklyn Board of Trustees hereby accepts the report of the independent auditors CohnReznick prepared in relation to the fiscal year ending 6/30/19.

Motion by Chris Lynch
Second by Amy Arthur Samuels
All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby approves the meeting minutes from August 22, 2019 and October 3, 2019.

Motion by Deb Shanley
Seconded by Chris Lynch
All in favor



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RESOLVED, the AF Brooklyn Board of Trustees hereby approves the Family Handbook as presented.

Motion by Deb Shanley
Seconded by Chris Lynch
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to article VIII of its by-laws, hereby elects the following leadership slate:

Deb Shanley, Chair
Romy Coquillette, Vice Chair
Jon Atkeson, Treasurer
Motion by Deb Shanley
Seconded by Chris Lynch
All in favor

The board entered executive session to discuss personnel changes for the 2020-21 school year at 8:24pm. Dacia Toll, Fatimah Barker, Ken Paul, Victor De La Paz, Sarah Blanton, Ken Paul and David Crockett were invited to remain in the room. The board exited executive session at 8:34pm.

5. New Business

The Board explored processes for principal intra-Network transfers (e.g., whether an interview would be required). Seven Trustees were aligned around developing a process whereby AF may present a proposed intra-Network transfer and the Board would vote, by written consent, within 30 days of receiving the transfer request. One Trustee expressed her opinion that principal transfers should interview just as new principals do.

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

RESOLVED, to adjourn at 9:19PM.



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