

Achievement First (AF) Brooklyn Charter Schools
Board of Trustees Meeting
Thursday, March 26, 2020
Webex Video Conference

Due to technical difficulties, the video conference recording of this board meeting does not have audio. As a result, these minutes are a high level overview of the board meeting.

Board Members in Attendance:

Deb Shanley, Romy Coquillette, Jon Atkeson, Chris Lynch, Andy Hubbard, Amy Arthur Samuels, Judith Jenkins, Warren Young, Alison Richardson, Justin Cohen, Kevin Miquelon

Staff and Guests in Attendance: Theresa Hayes, Sarah Blanton, Ken Paul, Fatimah Barker, Dacia Toll, Victor De La Paz.

Sarah Blanton recorded the minutes. The meeting was called to order at 6:03 pm.

1. Public Comment

There was no public comment

2. Elect New Trustee

Sarah Blanton introduced Theresa Hayes who is a parent at AF Linden Elementary School. She is the PLC President and served on the search committee for AF's new Superintendent. Theresa spoke briefly about her experience with AF and her interest in serving on the board. Dacia Toll welcomed Theresa noting her strong presence on the search committee.

Deb Shanley suggested the board vote on Theresa at the end of the meeting with other resolutions.

3. Board Discussion

Dacia Toll led the board in a discussion of the Co-CEO transition by starting the way in which the organizational chart was restructured to have a sole CEO starting in FY21. AF invested heavily in the search process for the Superintendent and President by hiring a national search firm with a particular focus on equity to help find excellent candidates. The President and Superintendent search committees were comprised of individuals from across the organization (C-Levels, Regional Superintendents, Network Support leaders, Principals, Directors of School Operations, Teachers, Families, and Network Board Members). Stephanie Keenoy was selected from a very competitive pool to be Superintendent. An offer has been made to a President candidate.

Several positive indicators suggest that the transition is being managed well and staff feedback about the inclusivity, rigor and transparency of the process has been positive.

The charter renewal process went smoothly and AF Apollo and AF Endeavor were given the full five-year renewals.

The remainder of the board discussion was spent on AF's COVID-19 response. Ms. Toll shared the top two priorities for the organization:

- **Priority #1 - Care for the Whole Person:** Make sure our scholars, families, and staff feel cared for and have what they need to navigate this crisis; individual check-ins with every family, food, emergency funding, tech & internet, Phase 1 remote learning packets
- **Priority #2 - Strive for Excellence + Lead for Racial Equity:** Create and execute a very strong Phase 2 remote learning experience to launch network-wide on March 30; synchronous and asynchronous classes, assignments & community

The last day of school was March 12th and since then AF leaders and staff have been doing 1:1 check-ins with individual families, distributing Chromebooks, conducting academic check ins and collecting feedback on Phase 1 work, distributing food. In addition, AF has launched an emergency fund.

Preparation for next week has included many Zoom teacher training meetings and every day our principals and regional superintendents meet at 4:30pm to discuss highlights of the day, share best practices and gather input on important policies. They also conducted a scholar Zoom pilot on Wednesday, March 25th with an overall attendance of 96 percent.

Ms. Toll reviewed the elementary school remote learning overview of instructional strategy which includes plans for ELA, writing, math, social studies, science, mindfulness and fitness and a proposed daily schedule.

Ms. Toll also shared a presentation about the Greenfield model remote learning plan for middle school. The classic model for middle school includes a structured schedule with one hour blocks for each core academic subject (ELA, history, math, science) and ten minute breaks between classes. The hour is broken into a 20-minute instructional video from Google Classroom and 40 minutes of classwork, with guidance. The teacher is available during the hour of that subject block. Students submit work by 9:00 PM.

The high school program has structured 45 minute blocks for each core academic subject (Literature, history, math, science, seminar) with five minute breaks in between. Students log into Zoom at their class time, are welcomed by their teacher, and then access a 15-20 minute instructional video. The remainder of the class period is spent doing classwork, with guidance. Similar to the plan for middle school, high school students have access to each teacher during their class period and they have until 9:00 PM to submit their work.

4. Committee Reports and Discussion

a. Finance Committee

Jon Atkeson presented the financial report. Victor De La Paz joined to answer questions and explain the ways in which the remote learning plan impacts the school budgets.

b. Facilities Committee

The plans for the new elementary school in Queens has been pushed back by one year to allow appropriate time to finalize a deal for a facility.

5. Board Business

RESOLVED, the AF Brooklyn Board of Trustees hereby approves the meeting minutes from January 30, 2020.

Motion by Jon Atkeson

Seconded by Romy Coquillette

All in favor

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

Motion by Jon Atkeson

Seconded by Warren Young

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby elects Theresa Hayes to serve as a Parent Representative with a one year term ending June 30, 2020.

Motion by Alison Richardson

Seconded by Romy Coquillette

All in favor

6. New Business

There was no new business.

7. Adjourn

The meeting was adjourned at 7:46 pm by Deb Shanley.

Motion by Jon Atkeson

Second by Warren Young

All in favor