

# **Achievement First (AF) Brooklyn Charter Schools**

## **Board of Trustees Meeting**

Thursday, May 27, 2021, 6:00 pm  
Zoom Video Conference

- DRAFT MEETING MINUTES -

**Board Members in Attendance:** Deb Shanley, Romy Coquillette, Jon Atkeson, Judith Joseph Jenkins, Alison Richardson, Warren Young, Chris Lynch, Andy Hubbard, Kevin Miquelon, Amy Arthur Samuels, Theresa Hayes

**Staff and Guests in Attendance:** Sarah Blanton, Ken Paul, Neil Shah, Xanthe Jory, Desiree Dalton, Tamika Bradley

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

### **1. Public Comment**

There was no public comment.

### **2. Post-Secondary Plans for the Class of 2021**

Amy Christie shared the context behind this challenging year for applying to college. Between COVID, senior leadership changes, and AF's Vision Process, AF is reexamining the extent to which we are exclusively a college-focused school system. College counselors are working on partnering with families to ensure they are supporting scholars in making the best, most informed decisions possible.

She discussed projections of college attendance next year, changes to the average Expected College Completion (ECC) rates for the colleges where our students intend to matriculate, and plans for those students not going on to college. Ms. Christie also reviewed some trends they saw in college admissions this past year and those they anticipate for next year.

Students will be attending some outstanding colleges and universities including Stanford University, Cornell University, University of Virginia, Smith College, Yale University, Barnard College, and Wellesley College. There are six Posse Scholars.

She briefly updated the board on the application numbers for Bridge Scholarships.

### **3. Meet AF's new COO, Xanthe Jory**

Ms. Xanthe Jory, AF's new Chief Operating Officer, introduced herself and shared her background in education and the focus areas of her work at AF including student enrollment, facilities and school operations.

#### **4. Committee Reports**

Facilities Committee: Kevin Miquelon gave the Facilities Committee report starting with AF Linden Middle School's progress. The build out is complete for the Queens elementary school and enrollment exceeded the projections (105 instead of 93). AF Ujima HS is moving forward with construction and looking for a permanent location.

Finance Committee: Chris Lynch gave the Finance Committee report including the year to date financials and how AF is going to close out the year. Neil Shah reviewed federal stimulus funds, directly related to COVID relief, that AF can apply for and spend over the next four years.

The cash position is strong. The finance committee will work with Neil Shah and AF's General Counsel on guidelines and allowable options for potential strategies to generate a yield on that cash pool.

The board discussed the proposed budget for the 2021-22 school year noting particular areas that will increase because school will be back in session in the 2021-22 school year compared to the completely remote 2020-21 school year.

Academic Committee: Alison Richardson shared the high level summary that, across the network, there are significant challenges around basic reading skills. She differentiated between performance on state exams and grade level reading. AF has been successful at teaching students to effectively take state exams but those same students may still be below grade level in reading.

AF is clarifying its curriculum and reading strategies and is looking at a multi-year approach to improving reading levels across all grade levels. AF is hiring a Director of Reading, will have more professional development on reading instruction, and will focus on partnering with parents.

The board expressed interest in seeing a full scope of remedial measures AF is going to take with the federal stimulus funds to address academic performance.

#### **5. Board Business**

RESOLVED, the AF Brooklyn Board of Trustees hereby approves the meeting minutes from March 25, 2021.

Motion by Jon Atkeson

Seconded by Alison Richardson

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby elects Rhonda Barros to serve as a Trustee with a term ending June 30, 2023.

Motion by Romy Coquillette  
Seconded by Amy Arthur Samuels  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby elects Tamika Bradley, to serve as a Parent Representative with a term ending June 30, 2022.

Motion by Romy Coquillette  
Seconded by Amy Arthur Samuels  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby elects Desiree Dalton, to serve as a Parent Representative with a term ending June 30, 2022.

Motion by Jon Atkeson  
Seconded by Kevin Miquelon  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to article IV of its by-laws, hereby elects Warren Young to serve an additional three-year term that shall expire on June 30, 2024.

Motion by Jon Atkeson  
Seconded by Chris Lynch  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to article IV of its by-laws, hereby elects Will Robalino to serve an additional three-year term that shall expire on June 30, 2024.

Motion by Alison Richardson  
Seconded by Andy Hubbard  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to article IV of its by-laws, hereby elects Alison Richardson to serve an additional three-year term that shall expire on June 30, 2024.

Motion by Deb Shanley  
Seconded by Andy Hubbard  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to article IV of its by-laws, hereby elects Theresa Hayes to serve an additional one-year term that shall expire on June 30, 2022.

Motion by Jon Atkeson  
Seconded by Judith Joseph Jenkins  
All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to Article IV of its by-laws, hereby elects Deborah Shanley to continue to serve as a Trustee for the shorter of (A) six months and (B) the time until her successor has been elected.

Motion by Jon Atkeson

Seconded by Andy Hubbard

All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to Article IV of its by-laws, hereby elects Amy Arthur Samuels to continue to serve as a Trustee for the shorter of (A) six months and (B) the time until her successor has been elected.

Motion by Warren Young

Seconded by Kevin Miquelon

All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to Article IV of its by-laws, hereby elects Judith Jenkins to continue to serve as a Trustee for the shorter of (A) six months and (B) the time until her successor has been elected.

Motion by Jon Atkeson

Seconded by Andy Hubbard

All in favor

RESOLVED, the AF Brooklyn Board of Trustees, pursuant to Article IV of its by-laws, hereby elects Justin Cohen to continue to serve as a Trustee for the shorter of (A) six months and (B) the time until his successor has been elected.

Motion by Amy Arthur Samuels

Seconded by Judith Joseph Jenkins

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby approves changing the name of "Achievement First Charter School 10" to "Achievement First Legacy," subject to authorizer approval.

RESOLVED FURTHER, that the AF Brooklyn Board of Trustees hereby authorizes and directs Achievement First Inc. officers and/or designees to take and carry out such action as required in connection with the foregoing Resolution.

Motion by Romy Coquillet

Seconded by Kevin Miquelon

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby approves the name "Achievement First Ujima High School," for Achievement First High School #4, subject to authorizer approval.

RESOLVED FURTHER, that the AF Brooklyn Board of Trustees hereby authorizes and directs Achievement First Inc. officers and/or designees to take and carry out such action as required in connection with the foregoing Resolution.

Motion by Jon Atkeson

Seconded by Andy Hubbard

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby ratifies the re-appointment of CohnReznick to perform the financial audit of the 2020-21 fiscal year.

Motion by Jon Atkeson

Seconded by Andy Hubbard

All in favor

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

Motion by Romy Coquillette

Seconded by Judith Joseph Jenkins

All in favor

RESOLVED, the AF Brooklyn Board of Trustees hereby approves the financial budget as prepared by Achievement First for the 2021-22 fiscal year.

Motion by Jon Atkeson

Seconded by Romy Coquillette

All in favor

## **6. Additional Business**

There was no additional business.

## **7. Adjourn**

The meeting was adjourned at 7:47 pm by Deb Shanley.

Motion by Warren Young

Seconded by Chris Lynch

All in favor