



MINUTES
Achievement First Brooklyn
Board of Trustees Meeting

Venue: TFA, 25 Broadway, 12th floor - Flatbush Room on 11th floor

Zoom: <https://achievementfirst.zoom.us/j/7382361994>

Wednesday, September 21, 2022, 6:00-7:30 pm

Trustees in Attendance: Romy Coquillette, Chris Lynch, Alison Richardson, Warren Young, Anup Menon, Jonathan Atkeson, Akeem Frett, Tamika Bradley, Amy Arthur Samuels, Kevin Miquelon, Desiree Dalton

Staff in Attendance: Lisa Margosian, Beth Cocuzza, Sulafa Bashir, Neil Shah, Siobhan O’Leary, Xanthe Jory, John Sharkey, Jesse Balis-Haris, Kate Aufiero, Ketki Harale, Ken Paul, Patricia Granda-Malaver, Sultana Salma

Guests in Attendance: Paul Cabana, Olga Stone

Patricia Granda-Malaver recorded the minutes.

I. Call to Order

The meeting was called to order at 6:08 PM by Ms. Romy Coquillette, Board Chair.

II. Public Comment

There was no public comment.

Before moving forward, Ms. Coquillette introduced two guests – Paul Cabana and Olga Stone – invited by the board to observe.

III. Honoring Trustee Judith Jenkins

Ms. Coquillette shared that board member Judith Jenkins had recently passed away. Ms. Amy Samuel took a moment to recognize Ms. Jenkins and share about her passion for education. She noted that Ms. Jenkins’ dedication to Achievement First is evident due to her board participation since the inception of AF in New York in Crown Heights.

Ms. Coquillette then proposed the creation of a scholarship fund in the name of Ms. Jenkins. It would be available in the spring and donations are optional.

IV. Board Discussion and Business

Ms. Lisa Margosian, interim Chief Executive Officer, introduced Ms. Sulafa Bashir, interim Senior Director of Governance, and Ms. Siobhan O’Leary, interim Chief Human Resources Officer. She recalled the school visits she has been able to attend during this school year and noted the shift in energy.

Ms. Coquillette moved the board to vote on the following resolution:

A. Approval of Minutes

BE IT RESOLVED, the Achievement First Brooklyn Board of Trustees hereby approves the meeting minutes from August 10, 2022.

Motion by Jonathan Atkeson

Second by Kevin Miquelson

All in favor.

B. Appointment of Interim Principals

Before voting on this resolution, the AF team clarified to the board that the recommendations are collaboratively decided by regional superintendents and principals. Mr. Jesse Balis-Haris, Interim K-8 Chief of Schools, noted that this practice was first implemented after the pandemic, and AF has continued it as a precaution for any potential unplanned principal leaves that may arise in the future. The board suggested that the AF team present the list throughout the year, having highlighted the differences from the previous meeting, so that they can be aware of changes and approve these edits.

BE IT RESOLVED, the AF Brooklyn Board of Trustees hereby approves the following individuals to serve as interim principal, as needed, for a period of time not to exceed sixteen weeks, based on the recommendations by Achievement First, between September 21 and November 16, 2022. This roster supersedes that which was approved on May 19, 2022.

AF Apollo ES	Jessica McDonald
AF Aspire ES	Shané Brown
AF Brownsville ES	Mallory Bodhuin
AF Bushwick ES	D'Asia Adger
AF Crown Heights ES	Liz Harnett
AF East New York ES	Katherine Donaldson
AF Endeavor ES	Anika Locklear
AF Legacy ES	Ashley Wilson
AF Linden ES	Jessica Donovan
AF North Brooklyn ES	Luana Braithwaite
AF Apollo MS	Katie Johnson
AF Aspire MS	Jesse Balis-Harris
AF Brownsville MS	Jose Guerrero
AF Bushwick MS	Keresa Gentry
AF Crown Heights MS	Natalie Joseph
AF East New York MS	Colby France
AF Endeavor MS	Ronnica Jenkins
AF Linden MS	Ty Menardy
AF North Brooklyn MS	Trina Russell
AF Voyager MS	Leisel Renaud
AF Brooklyn HS	Liz Harris
AF East Brooklyn HS	Tom Ng
AF Ujima HS	Cristina Lopez
AF University Prep HS	Don Harding

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Motion by Chris Lynch
Second by Jonathan Atkeson
All in favor.

V. Presentation by Achievement First – Deep Dive on Academic Data

Mr. John Sharkey, Interim Chief Academic Officer, presented a summary deep dive of AF New York academics. He began by telling the board that although assessment scores are available, comparative data is not yet accessible due to the embargo. Mr. Sharkey explained the importance of the triangulation of data since a single data point does not speak to all the accomplishments that have been reached by scholars. Afterwards, he elaborated on potential 2022-2023 performance goals for ELA and Math that are feasible and would diminish the pandemic performance gap. In general, there has been improvement from the 2020-2021 school year, but math challenges have been harder to rebound because scholars may lack foundational skills necessary to succeed in future levels. Before moving forward, the board asked questions on the proposed performance improvements. Mr. Sharkey touched on the limitations of the data analysis, particularly the lack of subpopulations which we plan to incorporate in future conversations. He then continued with bar charts to provide the board a visual representation of the New York school’s academic data and pointed out performance comparisons from past years. After answering questions about the data from the boards, Mr. Sharkey transparently listed both the internal and external factors that impacted student performance last year.

Lastly, Mr. Sharkey provided insight on AF’s response and academic initiatives for this school year. These initiatives include pilot programs for certain subjects, Network support coaching in schools, additional instruction planning opportunities, and financial incentives. The board asked questions pertaining to the implementation and evaluation of pilot programs, training staff to upscale, and parent engagement with this data. Additionally, Mr. Sharkey overviewed the school tiering system within AF and stated that these classifications have been taken into consideration to improve the tailored support provided to these academies.

VI. Committee Reports

A. Finance Committee Report

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Mr. Neil Shah, Chief Financial Officer, and Ms. Kate Aufiero, Vice President of Financial Planning and Analysis, presented on the FY23 revised budget as there needed to be an incorporation of changes due to staffing and enrollment numbers. The board asked questions about enrollment numbers in the context of finances, and Ms. Xanthe Jory, Chief Operations Officer, assured the trustees that she will provide more insight on enrollment numbers at the next meeting. Ms. Coquillette then moved the board to vote on the financial resolution.

BE IT RESOLVED, the Achievement First Brooklyn Board of Trustees hereby approves the amended budget as recommended by the Finance Committee and prepared by Achievement First for the 2022-23 fiscal year.

Motion by Jonathan Atkeson
Seconded by Anup Menon
All in favor.

B. Real Estate Committee Report - Proposed Executive Session

The board entered executive session at 7:28 PM to hold discussions on the state of AF Brooklyn facilities. Ms. Coquillette invited AF staff physically present to join.

Motion by Warren Young
Seconded by Chris Lynch
All in favor.

C. Proposed Executive Session on CEO search

The board continued the previous executive session to hold discussions on personnel matters related to the state of the CEO search. Before doing so, Mr. Shah, Ms. Aufiero, and Ms. Ketki Harale, Vice President of Facilities, exited at 7:44 PM.

The board exited out of executive session at 7:54 PM.

VII. Board Discussion and Business

Ms. Coquillette moved the board to a vote on the following resolutions.

A. Approval of SY 2022-2023 Family Handbook

BE IT RESOLVED, that the Achievement First Brooklyn Board of Trustees hereby approves the Family Handbook for SY 2022-2023.

Motion by Alison Richardson
Seconded by Chris Lynch
All in favor.

VIII. Adjourn

The meeting was adjourned at 7:55 PM by Ms. Romy Coquillette
Motion by Warren Young
Seconded by Jon Atkeson
All in favor