

DRAFT AGENDA

**Achievement First (AF) Brooklyn
Executive Committee Meeting**

Wednesday, Nov 2, 2022, 4:00 PM

Zoom link: <https://achievementfirst.zoom.us/j/8424626361>

I. Call to Order

Attendees:

Committee Members: Romy Coquillette, Christopher Lynch, Alison Richardson, Anup Menon

AF Staff: Sulafa Bashir

The meeting was called to order by Romy Coquillette at 4:02 pm

II. Public Comment

There was no public comment.

III. Board Discussion and Business

A. Board Dashboard Draft

Sulafa B. took the committee members through a draft of the new proposed board dashboard and solicited their feedback on the different metrics included, asking if they are the right metrics and if there are any that are missing.

The committee members made some suggestions for improvement including adding some data points such as:

- additional strategic imperatives metrics beyond the % on track project management metrics, such as on monthly safety

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assessments, number of schools in Tier 1 and Tier 2 as well as indication of any that might be at risk. In the longer term, the dashboard would also include metrics around DEI and college persistence or at a minimum indications of how AF alumni are performing in the first year of college

- adding Science data to the academic data
- breaking out data for subgroups such as MLL and students with IEPs

The committee members also expressed a desire to see data presented visually in charts and graphs rather than just in tables and it was agreed that this would be an improvement that is implemented down the line once the metrics are finalized and agreed upon.

Additionally, it was suggested that in a future state, the board dashboard will ideally have focus metrics that are discussed during the meeting and the first page would be re-worked to provide a more high-level dashboard on each of the key areas.

The committee members agreed that the dashboard prototype would be shared with the rest of the board as an FYI in the pre-read for the November meeting, with a bit of context given during the meeting but without going into any details. Starting in January, there will be time carved out during the meeting to discuss some of the metrics on the dashboard.

B. November 16 Meeting Agenda

1. Enrollment Deep Dive
2. Academic Update
3. Finance Report
4. CEO Search Committee Update <Executive Session>
5. Other Business
 - a) New Board Members

The committee members discussed the proposed agenda for November 16th meeting and made some requests and observations about specific topics

- Enrollment: the committee members requested that the conversation during the board meeting address the question of the impact of the revenue shortfalls resulting from under-enrollment on programmatic and other aspects of schooling across the New York schools.
- Academic update: the discussion is to include the proposed interventions presented during the last board meeting and progress on them. Additionally, there will be a report from the Academic Committee on Tiered schools to inform the rest of the board members.
- New Board members: Paul Cabana is to be voted in at the start of the board meeting and to that end, his resume will be circulated to the board members with a note highlighting the fact that he has met with several board members and any board members who wish to meet him are asked to contact Romy C.

IV. Other business

A. HS Open Enrollment

- a. Romy C. took the committee members through a High School Open enrollment proposal put forth by the AF Student Recruitment and Enrollment team with the goal of allowing graduating middle school students to apply to any of the AF high schools, rather than be limited to a designated one. Romy C.

B. Investment Policy

- a. Romy C. mentioned that, on behalf of Warren Young, she wanted the committee members to know that the finance committee was working on an investment policy proposal to take advantage of current interest rates and that they will likely bring this to the larger board for approval soon in order to start taking advantage of current interest rates.

C. Principal Dinners

a. First round: ES Dec 6 or 8 or Jan 10,11,12

There was a discussion about the proposed principal dinners. The trustees suggested that some structure be placed on the conversation topics during the dinners possibly by asking Principals ahead of time what topics they would like to discuss or having them answer questions such as “What are 3 roses and what are 3 thorns?” or “What are 3 things you would like the trustees to know about your school?”

There are several dates proposed for the first Principal-Trustee dinner with ES dinners. Sulafa B. will circulate a Doodle form to the committee members to identify which dates work and subsequently, principals will be invited to share their availability.

V. Adjourn

The meeting was adjourned at 5:09 pm by Romy Coquillet.