



<b>Board Members in Attendance:</b>	<b>Absent Board Members:</b>	<b>Other Attendees:</b>
Rosann Santos, Vice Chair Tameka Beckford-Young, Esq. Dr. Secretary Harini Mittal, Treasurer Matthew Kirby-Smith Shelly Evans Raghav Thapar	Geraldo Vasquez, Board Chair Marlin Jenkins Daniela Cuevas Margaret Marrer	Kristen Shroff, Head of School Erienne Rojas, Director of Operations Gasper Magallanes, EdTec Slav Sobkov, EdTec

<b>Agenda Item</b>
The meeting was called to order at 6:43pm by Rosann Santos.
<b>Motion: Approval of August Board Meeting Minutes</b>  Rosann: Approved Tameka: Approved Matt: Approved Shelly: Approved Tameka: Approved Raghav: Approved  <b>RESOLUTION:</b> August 2018 Meeting minutes are approved.
<b>Motion: Approval of Previous Board Meeting Minutes</b>  Rosann: Approved Tameka: Approved Matt: Approved Shelly: Approved Tameka: Approved Raghav: Approved  <b>RESOLUTION:</b> October 2018 Meeting minutes are approved.
<b>Review and Vote: HOS Compensation</b>  <b>Motion: To approve Head of School's starting salary for the 2018-2019 school year.</b> <ul style="list-style-type: none"><li>○ A timeline for HOS salary review will be developed as a separate amendment.</li><li>○ Evaluation will lead to a yearly increase: 0-10% range for the HOS.</li><li>○ Bonus will commensurate the same scale as the salary.</li></ul> Rosann: Approved Tameka: Approved Matt: Approved Shelly: Approved Tameka: Approved

Raghav: Approved

**RESOLUTION:** Approve \$125,000 and retroactive pay for 7/1 through rest of fiscal year.

**ADDENDUM:** In December, the Board will vote on an appropriate timeline for raises and bonuses, as well as ranges to be reviewed. In January an appropriate rubric will be provided as well. Vice Chair will send out the amended version of the Compensation proposal reflecting this update.

**Review and Vote: Final Kahn Settlement**

**Motion: Vote on executing the documents to move forward with the release of Kahn for 13k.**

- Once Kahn rescinds application from DOB, Emblaze will pay remaining balance.

Rosann: Approved

Tameka: Approved

Matt: Approved

Shelly: Approved

Tameka: Approved

Raghav: Approved

**RESOLUTION:** Settlement Agreement and General Release documents are approved.

**Review and Vote: 2019 Benefit Contribution**

**Motion: Vote on benefit contributions for Emblaze employees.**

- Plans within the benefit tiers went up by 13 percent.
- Generally, the school should expect 10-15% increase in plans.

Rosann: Approved

Tameka: Approved

Matt: Approved

Shelly: Approved

Tameka: Approved

Raghav: Approved

**RESOLUTION:** Emblaze contributions are approved.

**Management Report**

- On Data Day, HOS met with the teachers to determine next steps from Student Survey #1 and everyone decided to do more to recognize our students who consistently do the right thing. We have implemented weekly teacher awards at Community Circle, an Upcoming Events board, and a shout out board that has pictures of students who win awards.
- On Data Day, every teacher wrote a detailed Data Driven Plan (DDP) to address strengths, areas of weakness in the data, as well as students to prioritize in the next instructional cycle.
- The next round of student surveys is on November 9<sup>th</sup>. This time, students will give individualized feedback to teachers. HOS will report on this data at next Board Meeting.
- HOS's October focus has been on rigor & the quality of student work. Kristen has implemented a new video analysis protocol where she videotapes every teacher each week and they watch their video during PD, noting the rigor level of their questioning (or a specific focus for the week).
- A recent staffing change has occurred. Dean of School Culture has been let go. PE teacher has been promoted to Associate Dean of School Culture and our team is doing well and thriving., so HOS also has taken on leading Effort Academy. If students don't do top quality work in class or don't do their homework, they don't attend their club and re-do their work with me. We now rarely have students who don't do their best work in class.

- I continue to support teachers with giving students feedback on their work in every class, every day, and identifying trends to address the next day. I'm leading a session for the BES Fellows in Boston on this in November

**Key Culture Data:** Average daily attendance: 96% | Suspensions: 2

- 1164 Garrison lease review & discussion are ongoing.
- Inquire about option to sublet to another school in first year of lease.
- Contingency Plan for swing space if Garrison can't be delivered on time
- Facilities consultant and legal counsel will advise on summer transition and provide a strategy perspective for lease negotiations.

#### **Finance & Facilities Committee Report**

- Expenses have been on line and less than anticipated.
- Revenue adjustments have been made due to SPED projections/funding.
- Personnel expenses lower due to the consolidations of positions.
- Overall, the school is in a pretty good position!

#### **Enrollment & Development Committee Report**

- Head of School is working with Firefly on grant research and required documents for submission.

#### **Governance Committee Report**

- Magaret Marrer resigned.
- Daniela Cuevas has been released.
- Seeking another educator for the Board's Academic Achievement Committee.

The meeting adjourned at 8:02pm by Rosann Santos.