



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

**Agenda Item**

The meeting was called to order at 6:45pm by Geraldo Vasquez.

**October Management Report**

- **Student Demographic Information:** We are fully enrolled with 90 5<sup>th</sup> graders. We recently lost two students due to relocation (one family moved to NJ and another family moved to FL) but those open seats have since been filled from our waitlist.
- **Academic Achievement:** 20% of our students were proficient on the ELA State Test in 2016, 17% of our students were proficient on the Math State Test in 2016. We tested all of our students' reading levels using the Fountas & Pinnell A-Z system. Each student has a reading level A-Z (ex. Level T is a 5<sup>th</sup> grade level; Level S is a 4.67, etc.)
- **School Culture:** Average daily attendance: 96%; Suspensions: 0; Our first round of student surveys will be administered on October 5<sup>th</sup>. That data will be presented at next Board Meeting.
- **Facilities:** Exploring different site options for the school's long-term plan.
- **Head of School Focus:** For the first weeks of school, focus was on getting our culture off to a strong start. Right now, focus is on teacher and Leadership Team coaching.
  - a) HOS coaches six teachers, which means observing their class every day, and meeting with them twice a week to discuss feedback and co-plan lessons. Daily, HOS is model teaching for them, co-teaching, or looking at student work and giving students feedback. Once a week, HOS sends a formal feedback email to each of the teachers.
  - b) HOS also meets with and coaches everyone on Leadership Team. This involves collaborating on upcoming events or tasks, co-reviewing teachers' lesson plans or feedback, co-observing, problem solving, looking at data, and coaching on any people leadership issues that come up.
  - c) HOS runs Leadership Team meeting each week, weekly LT co-observations, weekly Friday Professional Development, and daily Morning Meetings.

**DYCD Funding**

- **Board Resolution:** Kristen Shroff and Erienne Rojas are authorized to sign contracts on behalf of the school.
- **Letter of Authorization:** Geraldo Vasquez, Board Chair signs and notarizes sample document for DYCD.

**Finance & Facilities Committee Report**

- We are not overspending on line items;
- Exactly hit enrollment numbers;
- Exceed SPED Projections;

**High-Level Budget**

- No real deviation from expectations

- Startup expenses
- Recurring services & rent
- Not pursuing any changes to projections

**Cash Flow & Balance Sheet**

- Per Pupil payments
  - a) Received first payment two months early (September/October was sent in August)
  - b) Reoccur in October (November/December—will give a bump in cash position)

**Governance Committee Report**

- Gerry will send updated calendar with all the details for alternating meeting locations.

**Review and Vote: Permanent Location**

- Pursue further review of Garrison site.

Geraldo: Approved

Rosann: Approved

Harini: Approved

Matt: Approved

Marlin: Approved

Raghav: Approved

**Review & Vote: Kahn Outstanding Invoice**

- Matt will discuss a deal with Kahn directly.

Geraldo: Approved

Rosann: Approved

Harini: Approved

Matt: Approved

Marlin: Approved

Raghav: Approved

**Review & Vote: Firefly Proposal**

- Emblaze will move forward with proposal.

Geraldo: Approved

Rosann: Approved

Harini: Approved

Matt: Approved

Marlin: Approved

Raghav: Approved

**Motion: Approval of Previous Board Meeting Minutes**

Geraldo: Approved

Rosann: Approved

Harini: Approved

Matt: Approved

Marlin: Approved

Raghav: Approved

**RESOLUTION:** September Board Meeting minutes approved.

The meeting adjourned at 8:11pm by Geraldo Vasquez.