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|  | **Board Meeting**  **September 11, 2019**  **6:30PM - 8:15PM** |

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| **Board Members in Attendance:** | **Absent Board Members:** | **Other Attendees:** |
| Geraldo Vasquez, Board Chair  Marlin Jenkins  Rosann Santos, Vice Chair  Matthew Kirby-Smith  Tameka Beckford-Young, Secretary | Raghav Thapar  Harini Mittal, Treasurer | Kristen Shroff, Head of School  Erienne Rojas, Director of Operations |

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| **Agenda Item** |
| The meeting was called to order at 6:17pm by Gerry Vasquez. |
| **Management Report**   |  | | --- | | **Student Recruitment & Budget Implications** | | * In the last three weeks, we have increased our total number of applicants from 464 to 517 (+63). * Our current enrollment status is:   + **Overall:** 155 students enrolled; 55 seats to fill; 63 offers out   + **5th Grade:** 47 seats filled; 13 seats left to fill; 11 offers out   + **6th grade:** 108 seats filled; 42 seats left to fill; 52 offers out * In the three weeks, we have:   + Started a Facebook and Instagram ad (the Facebook ad in particular has gotten us many families)   + Emailed all of our current families to let them know we have available seats and asked them to spread the word   + Canvassed the Hunts Point neighborhood with flyers   + Researched advertising with MTA on billboards * Based on my calculations, by enrollment, this is how our budget will be affected.  |  |  | | --- | --- | | **Total Enrollment** | **Ending Fund Balance** | | 210 | $1.2 Million | | 205 | $1.1 Million | | 200 | $1 Million | | 195 | $931,000 | | 190 | $827,000 | | **184** | **Break Even Point ($756,946)** | | 180 | $600,000 | | 175 | $500,000 | | 170 | $400,000 | | 165 | $300,000 | | 160 | $200,000 | | **155 (current)** | **$100,000 ($220,000 with SPED included; $291,500 with no teacher replacements)** |   I estimate we could make approximately $450K worth of cuts in our budget, with varying levels of impact on students and staff:   |  |  | | --- | --- | | **Potential Budget Cuts** | **Extra SPED Revenue** | |  | * 7 60+ students above and beyond budgeted: $140,000 * 2 fewer 20-59 students than budgeted: -$20,000 * Total extra SPED revenue: $120,000 |   At what ending fund balance are we comfortable? We will make budget cuts accordingly (original projected next page) | | **2018-2019 Academic Results** | | * Our state test results are in! Our students increased their proficiency overall by 1.23 years in reading and 1.16 years in math. * Our lowest students (students who earned a 1 on the previous year’s exam) grew the most, increasing almost 1.5 years on average. Our highest students (students who earned a 3 or 4 on the previous year’s exam) grew the least, averaging about 1.0 years’ growth. * Our ELLs and students with IEPs grew, on average, slightly more than their general education peers. * Our overall proficiency was 28% in math and 21% in reading. This is 10% higher in both subjects than where we started the year, but still not where we want to be. * My goal for this year is to continue to focus on our lower students, but prioritize our highest students as well. | | **Student Population Statistics** | | * 155 students   + 40% Female, 60% Male   + 55% Hispanic; 34% Black, Not of Hispanic Origin; 5% Asian or Pacific Islander; 5% Multiracial   + 26% special education   + X% English Language Learners | | **Current Student Population Proficiency** | | **Math MAP** (note: we are still testing, so some of these levels might change)   |  |  |  |  | | --- | --- | --- | --- | |  | **Overall** | **Special Education** | **English Language Learners** | | **5th Grade** | 28th Percentile | Still testing |  | | **6th Grade** | 32nd Percentile | 17th Percentile |  |   **Reading MAP** (note: we are still testing, so some of these levels might change)   |  |  |  |  | | --- | --- | --- | --- | |  | **Overall** | **Special Education** | **English Language Learners** | | **5th Grade** | 32nd Percentile | Still testing |  | | **6th Grade** | 38th Percentile | 17th Percentile |  |   **F&P Reading Levels** (note: we are still testing, so some of these levels might change)   |  |  |  |  | | --- | --- | --- | --- | |  | **Overall** | **Special Education** | **English Language Learners** | | **5th Grade** | 3.21 grade level | 2.79 grade level |  | | **6th Grade** | 4.49 grade level | 3.58 grade level |  | | | **Staff** | | * Teachers and staff are off to a strong start with 100% of staff agreeing or strongly agreeing that August PD laid a strong foundation for our team to be great. * One new teacher left after the first week with kids. She had a family emergency out of the country and decided that teaching wasn’t for her. It was the right move for her and our team is happy. |   **How many days of cash at hand does the Board feel comfortable?** Minimum of 60 days of cash at hand.  Next Steps: Head of School and DOO will meet with EdTec to create a new budget for FY20 with enrollment numbers updated and line item changes. |
| **Finance and Facilities Committee Report**   * July and August 2019 financials will be presented at the next boarding as EdTec doesn’t report them separately since it is a beginning of the year. * FY2019 financials – Still a few shifts over the next couple of weeks as EdTec’s accounting team works with auditors. |
| **Governance Committee Report**   * Succession Planning – Selection of New Board Chair * Board Member Job Descriptions Status (Updating)   **Process for Succession of Board Chair:**   * Resume will be sent to Gerry and Tameka then interviews commence * Governance Committee makes recommendation to the Board * Voting and then vetting process with the State (fingerprinting, etc) * Internal person will prove the ideal candidate (familiarity with board members, management team) |
| **Enrollment and Development Committee Report**  **Development Update**   * Considering cutting Firefly and pursuing other development options/networks * Use money that is allocated for Firefly and host a gala or fundraiser in the new space |
| **Next Steps:**   * Summer Committee Meetings – consider scheduling meetings every other month * Committee Objectives – Succession Planning * Close-out outstanding open items for the Board |
| The meeting adjourned at 7:46pm by Gerry Vasquez. |