**Emblaze Academy Board Meeting**

**September 5th, 2018**

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| **Board Members Present** | **Other Attendees** |
| Raghav Thapar  Rosann Santos, Vice Chair  Marlin Jenkins  Matthew Kirby-Smith  Harini Mittal | Kristen Shroff, Head of School  Gasper Magallanes, EdTec |

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| The meeting was called to order at 6:49pm by Rosann Santos |
| **Review and Discuss Next Steps: Kahn Contract**   * The board discussed an outstanding invoice owed to KAD. * Kristen will send the invoice to our lawyer to review and coordinate a call with our Finance and Facilities Committee to review. * The team will meet to discuss next steps re: Kahn invoice the week of 9/10 |
| **September Management Report**   * We are fully enrolled with 90 students * Staff is off to a strong start. * LittleBird HR presented incorrect information about benefits to staff, which was resolved with LittleBird paying part of the difference * Kristen will have our lawyer review our contract with LittleBirdHR * The facility needs a new fire alarm and we are currently employing a fire guard until Our Saviour’s fire alarm system is upgraded. |
| **Site Discussion**   * Civic Builders presented a deck with two potential sites. They require 6 months’ rent upfront. The board discussed varying options for securing this funding. * Our other option is working with Kiu builders. * Kristen will follow up with Building Hope on their capacity to take us on as a client. * The team will meet the week of 9/10 to discuss our site options. |
| **HOS Contract**   * The team will meet offline to discuss HOS compensation |
| **Finance Committee Report**   * Expenses are below expected and the additional anticipated SPED funding has positively impacted the budget * We can expect DYCD funding at the end of the school year |
| **Development Committee Report**   * Firefly’s proposal was considered and we will vote on their contract next month |
| The meeting was adjourned at 8:05pm |

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