



November 2022 Board Meeting

Date: November 22, 2022.

Time: 6:30 PM - 8:15 PM.

Location: Virtual meeting at

<https://emblazeacademy-org.zoom.us/j/5210424773?pwd=ckFDVG9aSERJ a mNjbHdMSWJOCmkyOT09>

Board Members in Attendance:	Absent Board Members:	Other Attendees:
<p><i>Geraldo Vasquez</i></p> <p><i>Janneth Gaona</i></p> <p><i>Tameka Beckford-Young</i></p> <p><i>Marlin Jenkins</i></p>	<p><i>Matthew Kirby-Smith</i></p>	<p><i>Ms.Hinton, Leslie Rich (EdTech),</i></p> <p><i>Malik Russell, Dan Pasek</i></p>

Time	Lead	Agenda Item/ (Document No.)			
6:30	Gerry	Call to order 6:45			
6:30-6:40	Gerry	<p>Board Meeting Minutes 9/2022-10/2022 (Forthcoming)</p> <ul style="list-style-type: none"> No merger is currently not possible → more like a program to help improve the school for the time being (more like mentoring) Would Provide a set list of services pre-merger to avoid a CMO issues (3 services or more) 			
6:40-6:55 6:55-7:10		<p><u>Voting Items:</u></p> <p>MOU with Nausin Next Generation Charter School (1) Merger Proposal Contract with Dan Pasek Consulting (2)</p> <p>Malik Russell the HOS for Nausin gives a presentation about the school.</p> <ul style="list-style-type: none"> The school is broken down into three organizational components, the proposal would have the following key components. <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top; width: 33%;"> <p>Operations</p> <ul style="list-style-type: none"> Partnership 4th Sector (finance), Trinet (PEO), Pasek Consulting (charter/governance) Talent and marketing moved from CMO to in-house Increased benefits offerings to meet needs of staff </td> <td style="vertical-align: top; width: 33%; text-align: center;"> <p>Academics</p> <ul style="list-style-type: none"> Changes to org chart to ensure K-12 alignment and new organizational needs Added more ICT classrooms to meet scholar needs Introduced two new, K-12 Directors of College Readiness to further ensure delivery on our mission </td> <td style="vertical-align: top; width: 33%; text-align: right;"> <p>Organization</p> <ul style="list-style-type: none"> Community feedback-driven rebranding (new name, colors, etc.) completed 2021, aligned to mission Mission alignment, staff communication and transparency has increased investment across all constituencies </td> </tr> </table> <ul style="list-style-type: none"> Russel explains that these key components have led to great results for Nausin <ul style="list-style-type: none"> 18% above the district average proficiency for 3-8 grade math 17% above the district average proficiency for 3-8 ELA 17% increase from 2019 in ELA proficiency 5% increase from 2019 in Math Proficiency 	<p>Operations</p> <ul style="list-style-type: none"> Partnership 4th Sector (finance), Trinet (PEO), Pasek Consulting (charter/governance) Talent and marketing moved from CMO to in-house Increased benefits offerings to meet needs of staff 	<p>Academics</p> <ul style="list-style-type: none"> Changes to org chart to ensure K-12 alignment and new organizational needs Added more ICT classrooms to meet scholar needs Introduced two new, K-12 Directors of College Readiness to further ensure delivery on our mission 	<p>Organization</p> <ul style="list-style-type: none"> Community feedback-driven rebranding (new name, colors, etc.) completed 2021, aligned to mission Mission alignment, staff communication and transparency has increased investment across all constituencies
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- Their Retention numbers for are as follows;

Retention Rate by School Year	
School Year	% Retention
2011-2012	95%+
2012-2013	95%+
2013-2014	70%+
2014-2015	95%+
2015-2016	95%+
2016-2017	95%+
2017-2018	88.5%+
2018-2019	75.2%+
2019-2020	81.50%+
2020-2021	91.20%+
2021-2022	84.80%+
2022-2023	86%+

- In comparison to Emblazes retention numbers;

Emblaze's Scholar Enrollment

Enrollment by Grade										
Grade	2019-2020		2020-2021		2021-2022		2022-2023		2023-2024	
	Authorized	Actual	Authorized	Actual	Authorized	Actual	Authorized	Actual	Authorized	Actual
5	90	49	90	49	90	34	90	17	75	TBD
6	90	114	90	89	90	76	90	47	75	17
7	N/A	N/A	90	112	90	76	90	60	75	47
8	N/A	N/A	N/A	N/A	90	105	90	61	75	60
Total	180	163	270	250	360	291	360	185	300 <small>[pending approval]</small>	124*

***Emblaze currently has no current waitlist for any grades**

- Gerry ask where does he believe the issues lie?
 - Malik feels like for one that enrollment issues have really become pressing especially int the last 3-4 academic years, focus on why this might be the case? What is different?
 - Malik also says from what he has seen there is clearly not enough resources to recruit students for retention, weather that is using the current students to do so or even the outreach, the timeline for when recruiting starts is also very interesting, as at Nausin the recruiting never stops.
 - Enrollment issues can also be related to the product we are providing.
 - Building strong relationships with the community and the surrounding schools in vital through outreach and networking
 - Branding definitely needs more resources.
 - What are the selling points of the school that can be advertised?
 - Are we targeting siblings?
 - Revise the org chart and everyone being used for their best skills.

MOU with Nausin Next Generation Charter School

- After the lawyers do through some of the language their will be request for some changes,

- If the board does go forward, they may need to extend the date for the MOU backward or forward.
- Some concerns that the Board has about spending specifically.
 - Currently asks for the leeway to spend about \$16,000, whereas the current policy is that the board has to approve anything above \$5000.
 - Malik explains that this can get tedious especially when the education of students is at risk, in situations where they would need to get someone on board for the curriculum revisions or an application, or even tools to help the teachers monitor the homework progress of their students. That may be something that would need to be decided on quickly and waiting for a board meeting when change may be needed more immediately feels counterproductive for helping the school
 - The board feels strongly about setting certain limits to the free spending and feels that if an issue is imminent and needs to be decided on an emergency meeting can be convened about the situation.
- Most things still need to be approved by the board and changes to MOU

7:10-7:30

Janneth/Edtec

Finance and Facilities Committee Report
 • October 2022 Financial Results (3-7)

Budget vs Year End Forecast

		2022-23	2022-23	Variance
		Budget YTD	Actuals YTD	
Revenue	Per Pupil Funding & State Grants	6,796,488	4,739,797	(2,056,691)
	Federal Grants	308,805	314,148	5,343
	Contributions & Grants	100,000	-	(100,000)
	Fundraising	-	-	-
	Interest	-	100	100
	Miscellaneous Revenues	-	-	-
Total Operating Revenue		7,205,293	5,054,045	(2,151,248)
Expenses	Personnel	3,413,437	2,932,952	480,485
	Benefits & Insurances	721,865	596,890	124,975
	Curriculum & Classroom	275,126	192,935	82,191
	Administrative Expenses & Insurances	349,265	322,647	26,618
	Professional Development & Services	386,012	431,989	(45,977)
	Marketing & Recruitment	105,079	65,079	40,000
	Facilities	2,090,770	2,121,670	(30,900)
	Miscellaneous Expenses	476,125	40,269	435,856
Total Expenses		7,817,679	6,704,431	1,113,248
Net Operating Income		(612,386)	(1,650,386)	(1,038,000)
CARES Act		1,129,474	1,652,561	523,087
Net Income*		517,088	2,175	(514,913)

- Expense Notes
 - Personnel savings from vacancies
 - Curriculum and Classroom overage driven by textbooks, assessment and food & incentives.
 - Professional Development variance driven by PD
 - Facilities variance driven by repairs.
 - Misc. expense driven by positive variance contingency costs.
- Accomplishments
 - Next Steps
 - Monitor student FTEs in proportion to discretionary funding.
 - Reclassify expenses into newly created GL accounts.
- Goals & Horizon Issues
 - Review and update Financial Policies and Procedures
 - Work with school to identify additional areas of savings and funding opportunities

7:30-7:50

Shakina

Management Report (8) Tabled for the next meeting.

- November 2022 Update (including NYSED exam results, enrollment, hiring statuses and assessment results)

<p>7:50-7:55</p>	<p>Marlin</p>	<p>Enrollment and Development Committee Report Tabled for the next meeting.</p> <ul style="list-style-type: none"> • Enrollment Update <ul style="list-style-type: none"> • Student Enrollment Projects <ul style="list-style-type: none"> • Mailers - In Progress • Website Redesign- In final stages • Open House - Mid- End of January • Outreach to local Elementary School - Beginning of January • Enrollment calls/emails to prospective families - In Progress • Development Update <ul style="list-style-type: none"> • Building Improvements (Safety): <ul style="list-style-type: none"> • Gate Removal/ Renovation - Done • Roll Down Gate Installation - Done • Exterior Paint - Obtaining quotes. • Round 2 IA - 12/5 - Data trends will be presented during January Board Meeting - IA 1 data will be compared to IA 2 data - comparison results will be presented to the board in January. • Round 2 Diagnostic - 1/11 & 1/12 Data trends will be presented during January Board Meeting - Data will be used to plan intervention blocks for the 2nd half of the school year. • Branding Program
<p>7:55-8:10</p>	<p>Gerry/Tameka Dan Pasek from Pasek Consulting Malik Russell from Nuasin Next Generation Charter School (NNGCS)</p>	<p>Governance Committee Report</p> <ul style="list-style-type: none"> • Merger Status – Now working towards an MOU • Status of Interaction Between EACS Management Team and NNGCS. Tabled for the next meeting.
<p>8:10-8:15</p>	<p>Gerry</p>	<p>Adjournment 9:15</p>