

# Emblaze Academy Board Meeting



October 18, 2024

4:00 PM - 6:00 PM

## Board Members in Attendance:

- Daisy Fernandes
- Ryan Hicks
- Kaitlyn McKeough
- Caroline Wachtler

## Additional Attendees:

- Hyrjana Dibra
- Shakina Hinton
- Janeya Hisle
- Bryson Wilson

## Agenda Topic

## Discussion Lead

5m Welcome, Call to Order, & Roll Call (*Start recording*)

*Board Chair*

Note board member attendance, & review agenda for the meeting.

30m Monthly Monitoring Report

*DOO*

- October MMR
  - [Enrollment goals](#)

45m Finance Committee

*Finance Committee Chair*

- Financial Statement Presentation
- Finance Committee October meeting
  - Audit for school year 2023/2024 will be signed off today;
  - Form 990 is being worked on by SAX (our auditors); it should be completed before the November board meeting;
  - Budget restrictions (bonuses, extra curriculars, etc)
    - Give or Get
    - Fundraisers (board & school levels)
- FOE Board to be Dissolved
  - Missed Opportunity?: Google Ad Grants is a program that provides \$10K per month in free ads
- *OUTSTANDING TOPIC: Vote whether to continue with Leslie for enrollment support.*

5m Academic Committee

*Academic Committee Chair*

- [Academic Committee October meeting](#)
  - [Reviewed baseline data](#)
  - Data Focus + Heading into IAs and Formal Obs.
  - Next Steps:
    - Add one question for each standard to the IAs & send raw data to KM and she'll set up tracker

- Plan: how can kids and teachers take ownership of their data/progress/goals? How can we connect this to their goals of getting into the HS of their choice?
  - Set SMART Goals for each grade for Math and ELA & report on progress monthly
  - Think about re-working data meetings and ways we can structure/incorporate re-teaches using the staff we have.
  - Increase SMART and Stretch goals - it's okay if we don't reach them.
- *OUTSTANDING TOPIC: Vote on LENS training, decide who will be attending/when*

5m Governance Committee

Board Chair

- New Policies to be voted on:
  - [Incident Reporting Policy](#)
    - School will be responsible for submitting any incidents that occurred since 24/25 SY began until today.
  - [Board Trustee Attendance Policy](#)
  - [Board Evaluation Process](#)
    - 3x/year + Annual Evaluation
    - Board Report Card to be made public with families & community
  - [Head of School Evaluation Process](#)
    - 3x/year + Annual Evaluation
    - Board input & HOS self reflection
- [Compiling documents](#) from Emblaze year 1-present
  - @Dibra to work with @McKeough to populate documents & due dates by November board meeting
- [Great on Their Behalf](#)- send to the team
- *Reminders:*
  - *Prospective board members*
    - *Education (including teaching and administration)*
    - *Community leadership and advocacy*
    - *Nonprofit management and fundraising*
    - *Strategic planning and organizational development*
    - *Public relations and communications*
    - *Technology and digital innovation*
  - *Board members to use Emblaze emails as primary communication*

5m Review Voting Decisions

Board Chair

Decisions:

- Incident Reporting Policy (APPROVE | REJECT)

YAY	NAY	ABSTAIN
<input checked="" type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler
<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes
<input checked="" type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks
<input checked="" type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough

- Board Trustee Attendance Policy **(APPROVE | REJECT)**

YAY	NAY	ABSTAIN
<input checked="" type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler
<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes
<input checked="" type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks
<input checked="" type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough
- Board Self-Evaluation Process **(APPROVE | REJECT)**

YAY	NAY	ABSTAIN
<input checked="" type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler
<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes
<input checked="" type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks
<input checked="" type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough
- HOS Evaluation Process **(APPROVE | REJECT)**

YAY	NAY	ABSTAIN
<input checked="" type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler	<input type="checkbox"/> C. Wachtler
<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes	<input type="checkbox"/> D. Fernandes
<input checked="" type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks	<input type="checkbox"/> R. Hicks
<input checked="" type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough	<input type="checkbox"/> K. McKeough

Topics to table	Next Steps
<input type="checkbox"/> Consider other locations to house Emblaze <ul style="list-style-type: none"> <li><input type="checkbox"/> Charter School Growth Fund (finding new spaces for Charters)</li> <li><input type="checkbox"/> NYS Charter School Associations Conference &gt; Facilities Conference</li> </ul>	<input type="checkbox"/> Collect and organize recommendations from board members and the school community. <ul style="list-style-type: none"> <li><input type="checkbox"/> School share 24/25 SY Calendar</li> <li><input type="checkbox"/> Board: share info to share for <a href="#">Great on Their Behalf</a></li> <li><input type="checkbox"/> Dibra to touch base with iWise about Google Ad Grants</li> <li><input type="checkbox"/> KM to send policies for Susan to sign off</li> </ul>