

**MINUTES**

Meeting of the Board of Directors – Envision Schools  
 4550 Heafey Road  
 Oakland, CA 94605  
 June 24, 2011 12PM

**I. PRELIMINARY**

1. **Call to Order** – Meeting was called to order by Natalie Walrond at 12:05PM.
2. **Roll Call** – Bob Lenz, Jim Wiggett, Helen Bulwik, Natalie Walrond, Sherri Pittman, Larry Rosenberger, David Cooper, Greg Daily, Todd Aldrich, and Lawrie Mott  
**Others in Attendance:** Jane Breyer, Judy Hill, Erika Andrew Nielsen, and Alicia Siegel
3. **Approval of Minutes from April 28, 2011 Board Meeting**
  - Motion: Larry
  - Second: Helen
  - 10 Yes 0 No

**II. PUBLIC COMMENT/ANNOUNCEMENTS**

*Non-agenda items. No individual presentation shall be more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to the Staff following a presentation.*

**III. REPORTS**

1. **CEO Report**
  - Bob opened the meeting by updating the group about the various graduation related events and activities that occurred the week before. He encouraged all board members to attend a graduation event, as they are a great way to see the Envision model in action.
  - He then gave an overview of this year’s Jackie Robinson Scholarship winners, whose achievements will be highlighted in the summer newsletter.
  - In closing, Bob update the group about a video that the Alliance for Excellent Education is sponsoring, which will feature interviews with Envision staff, students, and alumni.

**IV. PRESENTATIONS**

1. **KPIs**
  - Brian opened the presentation by stating that the organization had a good year, overall. He stated that our finances (APA funding) are on track, our teacher retention is getting stronger, and college-going statistics are good. For next year, the focus will be on increasing enrollment, making teacher retention even better, and raising our statewide rank.
  - Brian stated that our big goal for next year is to see 90% of our students in college, with 70% in a 4-year college. He shared the college-going rubric, and stated that we

would prefer to see students in 4-year colleges rather than 2 year-ones to improve college graduation rates.

- Helen asked for clarification regarding the entrance requirements for the UC system. Brian stated that in addition to taking the required classes, most students need to have a cumulative 3.5 GPA. Bob stated that there are Envision alumni at almost every UC campus, including Berkeley.
- Greg highlighted the case of a community college in his town that provides a good program to assist students who want to move on to a 4-year college, and asked if other community colleges are doing the same. Brian stated that most community colleges do not have programs like this, and the statistics related to students of color moving on to a 4-year college from a 2-year college are much lower than other students, therefore, we prefer to send our students to 4-year colleges.
- Brian closed the presentation by stating that our students are doing well academically, but that we still have work to do to see that they all attend 4-year colleges.

## 2. 3CS Business Plan Presentation

- Erika opened the presentation by thanking Natalie and Greg, the 3CS Board committee, for their assistance and insight in creating the business plan. Erika then gave an overview of 3CS in general and explained the know-do-reflect aspect of the work that 3CS, and Envision Schools does.
- She outlined the business plan detail, including training, tools, coaching and pricing. Lawrie asked if schools/clients can buy different packages, and Erika introduced the various packages available. Lawrie followed up by asking if we are concerned that a lower-cost package doesn't have enough impact to warrant putting our name on it. Erika mentioned that even the lowest cost package carries a huge impact for schools, but that we would actively attempt to persuade schools to purchase a more comprehensive package. Helen followed up by asking for more information about the 6 schools we did work with over the past year, and Erika provided names and levels of engagement. Erika also mentioned that we will be working with the Proof Point Network to ensure that the model reaches schools on a national level.
- Greg asked if all Envision Schools will be getting a 3CS package, and Erika stated that they would and that each has been integral in developing 3CS. Bob stated that 3CS is really looking to help clients from every type of high school: public, charter and private.
- Erika presented the financial model for the next 5 years to the board. Helen followed up by asking if we could sell packages to the foundations we work with, who, in turn, could give the packages to the schools they do fund. The group discussed this idea and agreed to follow up offline.
- Erika explained various measurements we will use to judge the success of the program. Lawrie suggested another measurement, "to connect with our 4 schools". Helen asked about the cost per student, and Erika explained that the 3CS program takes no money away from students at our schools.
- Erika closed the presentation by thanking the board for their time and comments, and encouraged them to follow up with her directly with other feedback.

## 3. Finance Update and Long Range Financial Model Presentation

- Judy opened the presentation by going over the end-of-year budget and explained that we tracked well financially for the FY, and are currently in a good place.
- David Cooper and Judy presented the 3-year financial plan, and opened the floor for discussion. Jim asked when we plan to finish the Charter School Capital funding, and Judy stated that the current projection is mid-2014. Helen asked for clarification on

specific expenses included in the “other expenses” category in the budgets. Judy explained that this category includes the yearly audit, IT needs, and legal expenses.

- Lawrie asked about the possibility of reinstating programs that we know work, but no longer have due to budget constraints, if we stay on track financially. Judy said that it is possible that we can blend some programs back in. Bob explained that we have to achieve the right balance of sticking to a budget, reinstating some programs, and having a “rainy day fund”. David stated that the finance committee recommends first developing a “rainy day fund” before putting any money into new programs.
- Judy closed the presentation by stating that we are in a good place financially, and the long-range plan will give the organization more clarity year-to-year.

#### 4. **Metro Campus Move Update**

- Jane updated the group about the Metro campus move, including enrollment numbers and the prospective supporters (individuals, businesses, and foundations) that the development team is working with. She highlighted the upcoming Metro campus clean-up work party, scheduled for August 6<sup>th</sup>, 2011, and gave special thanks to Todd Aldrich for helping to organize his co-workers at Credit Suisse for this event.
- Jane then gave an overview of the tentative ribbon cutting ceremony at Metro’s new campus. Lawrie asked other board members to please hold 10/13/11 for this event, and begin thinking about friends and co-workers to invite. Helen asked if local corporations will be invited, and Jane said yes, that we are particularly interested in having corporations based in the Bayview come out to support Metro for the ribbon cutting.
- In closing, Jane asked the board members to be on alert for an official invitation in September.

### V. **ACTION ITEMS**

1. Approve Revised Staff/Student Interaction Policy
  - Motion: Lawrie
  - Second: Jim
  - 10 Yes 0 No

### VI. **CLOSED SESSION**

- Nothing to report

### VII. **ADJOURNMENT**

- Meeting was adjourned at 1:55PM.