

Meeting Minutes
Meeting of the Board of Directors – Envision Education
Thursday, September 4, 2014
Envision Education Support Office
111 Myrtle Street #203
Oakland, CA 94607

I. Preliminary

(1) Call to Order

- Board Chair Jim Wiggett called the meeting to order at 4:00 pm.

(2) Roll Call

- Attendees: Matt Armanino, Keysha Bailey, Kathy Burke, Marjorie Goux, Gay Hoagland, Kristi Kimball, Bob Lenz, Michael Mendes, Lawrie Mott, Gia Truong, Natalie Walrond, Jim Wiggett
- Absent: Parker Blackman, Sherri Pittman
- By phone: Phil Johnston, Peter Navin
- Others in attendance: Ben Kornell, Daniel Allen, Symon Hayes, Janeen Jackson, Rick Lear, Kate Schwass, Justin Wells

(3) Adopt the Agenda

- Motion: Kathi Burke
- Second: Grace Hoagland
- Approved by voice vote: 14 Yes 0 No

II. Public Comments and Announcements: None

III. Comments – Chair & CEO:

(1) Jim Wiggett introduced Rick Lear, new ELP Interim Executive Director

(2) Kathy Burke read a letter from Sally Kingston detailing her decision to leave Envision.

(3) Gia Truong detailed the focus for FY2015

- Raise funds to have greater impact. Board support is critical.
- Move forward as “one organization with one mission,” for Envision Schools and Envision Learning Partners.

IV. Consent Agenda

Approval of Board Meeting Minutes: June 5, 2014

Approval of Executive Committee Meeting Minutes: July 15, 2014

Approval of Executive Committee Meeting Minutes: July 28, 2014

Approval of the Education Protection Account (EPA) Board Resolution

- Motion: Kathi Burke
- Second: Grace Hoagland
- Approved by voice vote: 14 Yes 0 No

V. Principal Visit & Update

Daniel Allen, Principal of City Arts and Technical High School (CAT) discussed strengths and opportunities for change at CAT

VI. Generative and/or Strategic Thinking – Beginning the Strategy Conversation

(1) Envision Education will engage with Bain Consulting for pro bono strategic planning

(2) Gia explained that this deep dive is to collect preliminary data on where the board is in terms of Envision's priorities moving forward.

(3) The board articulated Envision's areas of strengths and opportunities for improvement

(4) The board then shared their priority areas: our schools, growing more seats, and boarder impact

VII: Working Group Updates

(1) Envision Schools

- EE is here to interrupt the cycle of poverty by increasing the percentage of low income and disadvantaged students who attend and graduate from 4-year colleges.
- What makes us different are our Deeper Learning Student Assessment System, our students persevere, our collaborative learning stance and our long-term impact on outcomes for students of color and first generation college graduates
- 2014-15 Focus on Core High Leverage Strategies: Bell-to-Bell Learning, Literacy and Numeracy, and Interim Assessments

(2) ELP

- Kathi shared the results of a survey conducted ELP clients
- Gia shared change in budgeting practices and goal to raise an additional \$315k

(3) Finance

- Ben reviewed FY 2014 financials and how EE's balance sheet and income statement are affected by the new revenue recognition policy
- Board expressed a desire to see the balance sheet quarterly. Ben agreed to have one at the next board meeting
- Strategic Focus: to provide financial oversight, strategic guidance, and support to ensure Envision's sustainability
 - Debt restructuring / refinancing
 - EA facility expansion / relocation
 - Continued financial process improvement

(4) Audit

- Natalie Walrond, Audit Committee Chair, outlined the goals for the Envision Education Audit Committee
 - Establish a clear approach for revenue recognition and revenue restricted funds
 - Analyze internal controls; build on strengths and improve where needed
 - Evaluate the landscape of auditors and find one who aligns with us for FY2015 budget
 - Natalie shared that we are on track to bring audit report to November board meeting
- (5) Development
- Kate detailed the goals of the October event
 - \$200k net revenue
 - 20+ paid tables
 - New and Inspired major donors
 - Kate gave an event update
 - 100% of the board members have supported the event
 - The board discussed the importance of balancing our goal to raise funds and fans

VIII: CEO Goals: Gia discussed her goals as CEO of Envision Education

- Partnership: Establish a constructive partnership with the Envision Education board especially with the board chair
- People: Create a plan that ensures Envision is talent ready
- Profit: Meet or exceed 2014-15 debt reduction contribution of \$1M
- Program: Develop a 3-5 year strategic Plan

IX: 2014-15 Envision Board Goal Setting

- The board discussed their goals for the upcoming fiscal year (working group goals in drop box)
- Kathi mentioned that ELP/ES goals will be updated based on deep dive input

X: Debrief: What was most important / what was least important?

- Many members shared positive feedback, especially about the transparency, efficiency and consent agenda

XI: Closed Session

- Personnel Per Gov Code 54957
- Report out from Closed Session: None

XII: Adjournment

- Meeting was adjourned at 7:40pm