

Meeting Minutes
Meeting of the Board of Directors – Envision Education
Thursday, June 2, 2016
Envision Education Support Office
111 Myrtle Street #203
Oakland, CA 94607

I. Closed Session: CEO Evaluation (G.C. 54957)

- Report out from Closed Session
 - None

II. Preliminary

- Call to Order
 - Jim Wiggett called the meeting to order at 5:00 pm.
- Roll Call
 - Attendees: Kathi Burke, Dea-Anne D’Amico, Mark Daoust, Gay Hoagland, Kristi Kimball, Gia Truong, Jim Wiggett, Mark Yowe
 - On the Phone: Keysha Bailey, Marjorie Goux, Phil Johnston
 - Absent: Matt Armanino, Parker Blackman, Bob Lenz, Michael Mendes, Sherri Pittman
 - Others Present: Sarah Chostner, Janeen Jackson, John Kittredge, Ben Kornell, Jamie Marantz, Leslie Nilson, Olivia Morales, Matt Wintheiser, visitor from Berkeley
- Adopt the Agenda
 - Motion: Gay Hoagland
 - Second: Kathi Burke
 - Approved by voice vote: 9 Yes 0 No

III. Consent Agenda

- Ratification of Special Board Meeting Minutes: May 25, 2016
 - Approval of Envision Academy Lease Addendum
- Envision Education English Language Reclassification Policy
- Envision Education Math Placement Policy
- Impact Academy Amendment to Memorandum of Understanding Regarding Facilities Use extending lease to 2037
 - Motion: Kathi Burke
 - Second: Gay Hoagland
 - Approved by voice vote: Yes 9 No 0

IV. Public Comments: John Kittredge, teacher at Envision Academy, shared that there are three teachers from Envision United (EU) here tonight. He stated a common goal of doing what is best for students, which is ultimately best for teachers. He said, “We love what we do and we want to do it better.”

V. CEO Comments: Gia Truong added context by detailing the preliminary union recognition processes: April’s board meeting, Envision United was recognized as the exclusive representative for certificated staff

(teachers, counselors, and psychologists) and at the May 25th Special Board Meeting, both the Envision United and Envision Education shared their Opening or Sunshining Proposals.

VI. Public comment on Envision Education and Envision United opening proposals

- **John Kittredge:** We all think we have a common goal.
- **Jim Wiggett:** It is important that we are on the same team, maintaining the focus on students, and we must have an organization that is sustainable in order to do that. We went through a period where we had significant debt, and we can all be very proud of Envision that we came out of that debt as a healthier organization. There were some tough moments: closing Metro was a painful decision that no one wanted to make, but it was necessary to ensure that Envision Education continued as a whole. The fact that we can now think of expanding is a testimony to that decision. Thus, we have shared values of ensuring the sustainability of our organization.
- **Kristi Kimball:** I joined this board because Envision serves students better than they have traditionally been served. Through ELP, we can take what we've learned and spread it across the country. As we move forward, I hope we will continue to prioritize innovation, flexibility, and opportunities for our teachers to collaborate. When we examine staff work rules, we should focus on how can we improve lives for students while continuing to have the flexibility to innovate.
- **John Kittredge:** I am one of the founding teachers at Envision Academy and I understand the idea of being flexible. We want to be innovative. Many of us left other places that were too rigid in order to be in an environment like Envision's where we can actually teach.

Adoption of Envision Education's Opening Proposal (Gov. Code 3547(b))

- Motion: Gay Hoagland
- Second: Mark Yowe
- Approved by voice vote: Yes 9 No 0

VI. ELP Working Group Update

- Ben discussed how ELP is scaled for growth and detailed current partnerships and strategies that will be used to meet the goals for the upcoming fiscal year.
- Ben gave a snapshot of the effectiveness and scope of the Design Defense Studios conducted in May of 2016.

VII. Development Update:

- Sarah gave a comprehensive update on fundraising goals and budget for the current fiscal year and how these figures compare to the goals and budget for the upcoming fiscal year.
- Development department highlights:
 - Director of development Nicole Jarbo hired and begins work in six days
 - Development consultant, Victoria Jones helped identify support with foundations
 - Gia has committed to dedicate more time in the area of development
- Sarah led the board in exercises to develop a pitch deck and elevator speech in order to better spread the message of Envision Education's goals and successes to their personal and professional networks.

- Sarah introduced Emily Quinn auctioneer for our October fundraiser - Evening with Envision and primed the board for the final part of the meeting: Evening with Envision Planning

VII: Schools Working Group Update

- Jamie gave a comprehensive update of the schools' performance and how this reflected against the goals set.
 - Defense Design Studios were very successful
 - Enrollment on track to finish at 100% capacity at all three schools with waitlists at Envision Academy, Impact Academy and Impact Middle
 - College acceptance rates are above last years levels and on track to meet the goal of 100% acceptance level at a four year college in 2020
 - Summer professional development; create skill maps with teachers
 - SBAC, AP and CST testing went seamlessly
 - Update on teacher turnover and hiring strategies to combat the nationwide teacher shortage
- Jamie detailed the LCAP Goals
 - Increase the number of students ready for college level coursework
 - Develop a college going culture that engages family members and community members
 - Provide an emotionally and physically safe environment
 - Improve services and support for lowest performing students
- **Approve FY2017 LCAP for City Arts and Tech High School, Envision Academy, and Impact Academy**
 - Motion: Kathi Burke
 - Second: Kristi Kimball
 - Approved by voice vote: Yes 10 No 0

VIII Governance Working Group Update

- Kathi Burke reminded the board of the importance of board recruitment and asked for all directors to think very seriously about their networks with the needs of the board in mind.
- Kathi gave an update on the current people in the pool and their status in the process
- Motion to conform the board terms of the incumbent Chief Executive Officer and the former CEO and Founder to the provisions of Envision's Bylaws applicable to all directors and officers of the board, i.e. 3 year terms, with a maximum of 2 terms and an additional term by exception subject to approval by the board.
- Discussion of term limits resolution led to a suggested amendment regarding term limits of the incumbent CEO. Kathi commented that this action would require a revision to the Bylaws.

Approval of establishing the incumbent CEO of Envision Education as an *ex officio* voting member of the board of directors, subject to board approval of appropriate amendments to the Bylaws.

- Motion: Jim Wiggett
- Seconded: Gay Hoagland
- Approved by voice vote: Yes 10 No 0

Approval of resolution declaring that all board members, with the exception of the incumbent CEO, are subject to Article III, Section 3, of the Bylaws regarding board member terms of office and term limits.

- Motion: Mark Yowe
 - Seconded: Dea-Anne D’Amico
 - Approved by voice vote: Yes 10 No 0
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- Kathi added that Sherri Pittman is stepping off the board due to time commitments and restraints.

IX: Finance Working Group Update

- Terry gave highlights of the 2016 final projections and 2017 proposed budget using figures with and without the middle school to display its impact.
- Phases of middle school discussed based on funds available or projected.
- Terry’s focus on budgeting comparing the last 3 years
- Terry compared cash flow in 2016 versus 2017 as debt and surplus for the same time period.
- Cash flow demonstration using historical data and a detailed snapshot of a recent balance sheet
- Debt update: Reminder, some debt is good debt.

Approve FY2017 Budget

- Motion: Keysha Bailey
 - Second: Kathi Burke
 - Approved by voice vote: Yes 10 No 0
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- Facilities update:
 - Hayward / Impact Academy approved for TWENTY years.
 - Phase II of Impact Middle, Expanding EA capacity, adding another school will discuss in the fall.

X: Evening With Envision Fun Planning

- Emily, auctioneer, introduced herself and gave her philosophy on events and raising funds.
- Emily sparked the imaginations of the board members to come up with new ideas for Evening with Envision 2016

XI: Adjournment

- Meeting was adjourned at 7:38pm