

**Meeting Minutes**  
**Meeting of the Board of Directors – Envision Education**  
**Thursday, January 21, 2016**  
**Bain and Company**  
**1 Embarcadero Center, 36<sup>th</sup> Floor**  
**San Francisco, CA**

**I. Preliminary**

1. Call to Order

- Board Chair Parker Blackman called the meeting to order at 2:45 pm.

2. Roll Call

- Attendees: Matt Armanino, Keysha Bailey, Parker Blackman, Kathi Burke, Dea-Anne D’Amico, Mark Daoust, Marjorie M. Goux, Gay Hoagland, Phil Johnston, Kristi Kimball, Bob Lenz, Sherri Q. Pittman, Gia Truong, and Mark Yowe
- Absent: Michael J. Mendes and Jim Wiggett
- Others Present: Janeen Jackson, Jamie Marantz (CAO), and Ben Kornell (COO)

**II. Public Comments and Announcements: None**

**III. Consent Agenda**

- Ratification of Board Meeting Minutes: November 19, 2015
- Ratification of Executive Committee Board Meeting Minutes: December 11, 2015
  - Approval of FY2015 Audit
  - Approval of 2015-16 Updated LCAPs for City Arts and Tech, Envision Academy, and Impact Academy

**Approval of Consent Agenda**

- Motion: Gay Hoagland
- Second: Mark Yowe
- Approved by voice vote: 14 Yes 0 No

**V. Working Groups Update**

1. Envision Schools

- Second Interim Assessments (CIA) are completed
- The Western Assoc. of Schools and Colleges (WASC) accreditation visits EA on March 6<sup>th</sup>-8<sup>th</sup>. Requested two board members to attend.
- Impact Academy Charter renewal was presented at HUSD board meeting on January 13, 2016; decision at their January 27, 2016 board meeting
- Middle school planning is going well
- Jamie detailed the goals for Schools in 2015-16
  - Academic: Significantly reduce the number of students who require remedial classes in college
  - College Going: Attain 80% acceptance to a 4-year college network-wide

- Talent: Increase teacher retention rate
  - Budget: Meet enrollment and budget targets
  - Jamie detailed the academic strategies for each school
    - CAT: Culture, Rigor and Relevancy
    - EA: ELM workshops, academic competitiveness and Intellectual Agency'
    - IA: Reworked advisory, codify curriculum, adding classes and clubs for more student engagement
  - Average daily attendance were above target until December, Principals addressing and working to improve attendance
  - Enrollment
    - Impact Middle is on target.
    - EA and IA are at January target
    - CAT is below but we believe it will increase the last week of January
  - Jamie detailed the strategies for teacher retention
    - Glad it was a focus of the Board Retreat today
    - Jamie conducted listening tours at each site; heard the need for new teacher support, coaching, and additional resources to support teachers
    - 1:1 Principal retention conversations
    - Teacher leadership opportunities
    - Intern and resident teacher considerations
2. ELP- Ben gave a snapshot on his onboarding as ELP Executive Director.
- December: Meet with ELP team and current partners
  - January: Focus on meeting with current clients and funders
  - February: Focus on 2016-17 contracts and ELP business plan
3. Finance & Operations
- Ben gave a finance update
    - Clean Audit
    - Strong cash inflows projected in 2016
    - Mid year P&L is on track
    - Debt update: on track from the numbers presented at April 2015 board meeting.
  - EA Lease expires May 2017; 4<sup>th</sup> and 5<sup>th</sup> floor expansion unknown – architectural assessment being done; may need approval by the board via the Executive Committee if extension of lease is negotiated
  - Ben detailed the debt strategy, including rainy day line of credit
  - Ben detailed a financial forecast and a path to sustainability
4. Development
- Gia gave a brief overview of the importance of development; getting to PNA is just the beginning, we need to invest back into programs and teacher support
  - Gia detailed the work with Envision's development consultant Victoria Jones from Development Guild; outcomes for the engagement is an assessment of Envision's fundraising strengths and areas of growth and recommendations to meet our goals; an individual is funding this engagement

- Phil detailed the work on the 3<sup>rd</sup> annual Evening with Envision Gala; current best thinking is to have it at Yoshi's again
- Phil reminds board to put in their annual pledge if they haven't already; gifts due by June 2016
- Gia gave a revenue update including board giving and New School funding; development revenue is on track, but a little behind on board and individual gifts

#### **VI. City Arts and Tech Charter Renewal Petition**

##### **Approve submission of CAT's Charter Renewal Petition to San Francisco Unified School District**

- Motion: Gay Hoagland
- Second: Bob Lenz
- Yes 14 No 0

#### **IX. Closed Session** (Personnel per Gov Code 54957)

- Report Out from Closed Session: None

#### **X. Adjournment**

- Meeting was adjourned at 4:15pm