

MINUTES

Meeting of the Board of Directors – Envision Schools
 Support Office: 436 14th Street Suite 920
 Oakland, CA 94612
 April 28, 2011 4-7PM

I. PRELIMINARY

1. **Call to Order** – Meeting was called to order by Natalie Walrond at 4:05PM.
2. **Roll Call** – Bob Lenz, Jim Wiggett, Helen Bulwik, Natalie Walrond, Sherri Pittman, Larry Rosenberger, David Cooper, Gay Hoagland, Greg Daily, Amy Verneti, and Lawrie Mott
Others in Attendance: Jane Breyer, Judy Hill, Erika Andrew Nielsen, and Alicia Siegel
3. **Approval of Minutes from March 23, 2001 Board Meeting**
 - Motion: Helen
 - Second: Gay
 - 11 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 some key staff transitions and new hires. Highlights included Kirsten Grimm’s transition from Impact Academy VP to Envision Academy principal, Allison Rowland as the new VP of Teaching and Learning, and that we are able to build in a slight salary increase for all staff while avoiding furlough days.
 - Bob also mentioned that our search for a Superintendent is underway with the hope of bringing someone on in June. Amy Verneti is assisting with the search. On the topic of hiring, Bob stated that over 80% of next year’s positions have been filled and that we are retaining more teachers than in the past.
 - Bob then gave an update about recent 3CS successes, which include: being chosen as a potential vendor for New York’s iZone, and being selected by Hawaii’s Kamaile Academy. Bob and another staff member, Abby Benedetto, will be in Hawaii in May to begin work on the contract. The 3CS business plan will be presented to the board in June.
 - In closing, Bob gave a summary of the recent Community of Practice (CoP) Steering Committee meeting. The group is working closely to create standards of student work and assessment.

IV. PRESENTATIONS

1. **Finance Presentation**

- David opened the finance presentation by stating that we are currently tracking very normally and in line with Judy’s original predictions for the year. There has been very little variance in enrollment (ADA funding), cash flow is normal, and our CSC account is being paid down at a good pace.
- Judy then introduced the budgets for each department for FY12. She explained that expenses will increase everywhere, but there will be not cuts in jobs or furlough days.
- She explained that we are trying to increase enrollment in all schools, but for budgeting purposes her predictions will remain conservative until we have data to suggest higher enrollments. Natalie asked if Metro’s enrollment numbers would increase because of the move to the Bayview. Judy responded this could happen, but her estimates will remain conservative until we have more information about enrollment.
- Bob noted that the budgets for FY12 do not include the potential income that 3CS could bring in during the next year.
- Jane then gave a short development update, which included individual giving and institutional gift highlights. She also stated that no significant institutional monies are expected before the close of FY11 in June.
- **Motion to approve FY12 budgets: Natalie**
Second: Amy
11 Yes 0 No

2. **Development Presentation**

- Lawrie introduced the presentation by giving an overview of the development department’s fundraising over the years. She stated that she’s seen great progress recently in moving away from 1-time funding and more towards sustainable fundraising.
- Jane began the presentation by framing it in a 3-year context, and explained the strategic background and how it informed the development of the current plan. She explained that the presentation is organized by goals, and that each goal has several examples to demonstrate the work that the development team is doing.
- Jane and Lawrie explained that special attention will be paid to board-level development events. The future focus will be on more small events, such as the highly successful event at Lawrie’s home in March. Lawrie stated that each board member has an important role to play in eliciting support for Envision Schools, whether it is hosting an event or inviting friends to learn more about Envision Schools.
- Jane closed the presentation by offering to do one on one follow up with each board member about to best support the development efforts.

3. **Strategic Plan Metrics Presentation**

- Bob opened the presentation by explaining each of our strategic plan metrics and the corresponding plan to. Gay asked for more clarification about the API metric. She stated that she thought that including the similar school rankings would be helpful for board members.
- The board discussed the college-going rate metric, and Bob stated that we compare well or better than other schools in California. Amy asked for clarification about whether or not students who attend 2-year colleges enter 4-year colleges eventually. Bob stated that exact statistics about this are not known, but that we are working on securing another grant to measure college-going statistics.
- Bob closed the discussion by stating that the board should view this document as a living document that changes with each year and guides us towards larger goals.

4. **CEO and Board Evaluation Presentation**

- Jim introduced this year's CEO evaluation process and explained that all board members should fill out the evaluation sometime in the next two weeks. Jim stated that he would follow up with the board to send the electronic link to the form. The results will be discussed in closed session at the next board meeting.
- David asked if there were any major differences in this year's form versus the one used last year. Jim stated that it is more automated and the info is aggregated seamlessly.
- Jim then introduced this year's board self-evaluation process and explained that the form and process are much like the CEO evaluation and that a link will be sent to members soon.
- **Motion to approve CEO and Board evaluation process: Helen
Second: David
11 Yes 0 No**

V. **ACTION ITEMS**

1. Approve new board term for David Cooper
 - Motion: Lawrie
 - Second: Amy
 - 10 Yes 0 No 1 Abstaining
2. Approve new board term for Lawrie Mott
 - Motion: Jim
 - Second: David
 - 10 Yes 0 No 1 Abstaining
3. Approve SARC designation
 - Motion: David
 - Second: Helen
 - 11 Yes 0 No

VI. **ADJOURNMENT**

- Meeting was adjourned at 6:55PM.