

MEETING MINUTES

**Meeting of the Board of Directors – Envision Schools
Support Office, 436 14th Street Suite 920
Oakland, CA 94612
August 26, 2010, 4:00 pm
Dial-In # is (866) 634-0822 Code: 103193**

1) PRELIMINARY

- a. Call to Order
- b. Roll Call:
Present: Paul Carney, David Cooper, Helen Bulwik, Lawrie Mott, Amy Verneti, Natalie Walrond
Also in attendance: Brian Greenberg, Judy Hill, Anne Holmes, Naomi Kellar, John Krull, Alicia Siegel

2) DISCUSSION ITEMS

Long Term Strategic Planning Foundational Work

- a. Bob started the meeting and gave a brief update on the planning process. He explained that ES has been engaged with a strategic consultant Susan Edsall, who has 25+ years experience, and comes highly recommended.
- b. Bob gave some history about the planning process: it was kicked off with a meeting in June which included over 20 stakeholders, principals, support, Natalie, and Larry. At this meeting ES went over goals and core values and has been working on creating a strategic plan. After more finalizing (by December), a 3 year-plan will be produced that should be no more than 3 pages.
- c. Bob spoke about the 6 outcomes in the document and discussion ensued about the status of our mission statement. Bob stated that the 3Rs are still relevant and that we run our organization with the concept of *holonomy* – meaning that all levels, from the support office to the school, are the same. For example if you believe that deep personal relationships are good for kids, then the same is true for school, support office, board, etc.

ACTION ITEM: Change a typo in the document to “....with fidelity and high scale quality.”

Annual Organizational Goals

- a. Bob introduced this document by opening it up for input. Amy asked for clarification regarding our current retention rate of 9th graders. Discussion ensued regarding our tracking methods versus traditional schools (which do not track well). Bob asked if the Board could revisit this question/issue in the future. Amy closed the discussion by stating that this year’s goals are much more succinct than last year’s.

Board Roster

- a. Natalie opened discussion by explaining the committee chart in the appendix, and that with the

help of Jane and Susan we have established which committees should be standing and which should be ad-hoc. The ad-hoc committees will come together when we have specific questions we need answered. Education committee is an example of this process; the education ad-hoc committee could include outside experts, as well as board members. All Board Members are now on the development committee. Amy mentioned this format is much better than what was used before.

ACTION ITEM: All Board Members need to be aware of their new Board roles.

Board Memo

a. Natalie opened discussion by outlining the memo's message: how to be most useful to the organization and most efficient with our own time. She mentioned the self-reflection survey that all Board Members completed and that we will have a full day together on October 1st to talk about roles, long-term goals, and how these goals affect our roles. Natalie then spoke about the first change: not having school groups come in to board meetings; instead there are now 7 events that board members can attend (see appendix/board calendar.). Discussion ensued about the types of visits available to Board Members.

ACTION ITEM: All Board Members will follow up with Natalie to RSVP regarding which school visits/events they will attend based on the calendar provided in the appendix.

Beginning of School Update

a. Brian gave an overview of our schools and explained that we know how our kids scored on an individual basis – not how the schools did, but we can get close to an estimate. He stated that we are on track with enrollment. Brian explained the CST performance measures and stated that we don't have our API yet, but we are predicting strong improvements in two of our schools. Discussion ensued as to how we will reach our yearly goals.

b. Amy asked how our first full year of math programming change was going; Brian stated that we saw some modest gains and that the change is being done well at some schools. Brian explained the numeracy class, which is designed to get behind students up-to-date in 9th grade and the hopes that this will help many in-coming students.

3) COMMITTEE UPDATES

Finance Committee

a. David opened the slide show presentation by introducing the new interim CFO, Judy Hill. He gave a brief history of how Charter School Management Corp. and Ed Tec have been provided back office support of our finances over the past year. Natalie stated that the new financial model is predictive and discussion ensued as to how it should be shared with the group. Lawrie asked if our payment per pupil funding by the State was on spot; Bob replied that all signs point to yes but a budget still hasn't been passed so we can't know for sure. Bob also told the group that some money we are currently soliciting won't create new expenses, but rather would go to our bottom line; the upcoming summit being a good example. Lawrie asked if sponsors thought they were funding the event and not our bottom line; Jane replied that the sponsors are buying visibility. Bob stated that the summit is already paid in full within the budget.

Development Committee

a. Lawrie began the presentation by going over key dates for development, now through January. She stated that when the strategic plan is finished for ES, then the development team will finalize their own plan to bring to the Board in January. She pointed out that we have some new two-year funding pledged, and she thanked Paul Carney, whose multi-year gift of \$50,000 was greatly appreciated. Lawrie stated that the focus in development is to now look and plan for stability, start the major gift program and stay up-to-date on looking for new foundation/corporate funds. Jane stated that save-the-date emails went out yesterday, and paper invitations will go out next week. Board Members will

receive a packet of pre-addressed invites to write personal messages.

b. Bob elicited discussion about the upcoming development event on September 23rd and stated that it will include a presentation by two of our former student who will stay for ensuing discussion. Focus of the event, which will include 40-50 people, is to increase pledges over last year when the \$100k goal was attained, and to grow the number of donors. Additionally, the goal is to have Board contributions equal a smaller percentage of total pledges than it did last year; 50% or less versus 70% last year. Board members will take an active part in the event, and will be coached on their role and whom they will cultivate by the development team.

c. Bob expressed his belief that we have a focused, organized development team in place, and Lawrie communicated that foundation requests are up, and the website redesign will be completed by the event as a result of work that Anne Holmes has been doing.

d. Natalie concluded the Development discussion with a reminder that Envision Schools' success is dependent on raising more money to support our students and to take active steps to address the financial stability of the organization, so we all need to be comfortable and enthusiastic about making that happen.

ACTION ITEM: All Board Members should expect a packet of addressed invitations from Alicia within the next week.

4) ACTION ITEMS

1. Consent Items

a. Minutes from 6.3.10

Amend "Last year staff retention 600%" to 60%.

MOTION: Lawrie moved to approve.

SECOND: Amy

All in favor, none opposed. 1 absent.

b. Expulsion Committee, Change of Address for METRO and Impact.

MOTION to approve all three: Lawrie

SECOND: Amy

All in favor, none opposed. 1 absent.

2. Approve new board members: Greg Daily, Jim Wigget, Todd Aldrich

MOTION to approve all three: David

SECOND: Amy

All in favor, none opposed. 1 absent.

5) ADJOURNMENT

Natalie closed the meeting at 6:27PM.