

Meeting Minutes

Meeting of the Board of Directors – Envision Schools
436 14th Street Suite 920
Oakland, CA 94612
November 10, 2011

I. PRELIMINARY

1. Call to Order
 - Natalie Walrond called the meeting to order at 4:05PM.
2. Roll Call
 - Natalie Walrond, Jim Wiggett, Helen Bulwik, Lawrie Mott, David Cooper, Larry Rosenberger, Greg Daily, Bob Lenz, Todd Aldrich, Sherri Pittman, Gay Hoagland, and Amy Verneti
3. Approval of Minutes from September 8, 2011 Board Meeting
 - Motion: Lawrie
 - Second: Helen
 - 12 Yes 0 No
4. Approval of Minutes from September 16, 2011 Board Meeting
 - Motion: Jim
 - Second: David
 - 12 Yes 0 No

II. PUBLIC COMMENT/ANNOUNCEMENTS

None.

III. REPORTS

1. CEO Report
 - Bob welcomed the board members to the meeting and gave a series of updates about Envision Schools. He highlighted the new developments at Metro, including the successful charter renewal hearing and the Open House Event on October 13, 2011. He thanked board members for supporting Metro and attending the event.
 - Bob updated the group about the Envision Learning Partners progress, which includes new partnerships in Hawaii, and further granting opportunities. Bob stated that we have received new funding from The James Irvine Foundation, and the Carnegie Corporation of New York to

support the work that Envision Learning Partners will do with network schools.

2. KPI Report

- Gia Truong covered the new KPI (key performance indicators) reports for each school and explained that schools are tracking their performance differently this year than in years past. She stated that there is a new rubric for assessing school performance and that principals are using it to better understand their strengths and areas of growth. Helen asked about the old method, and how it is different from the new rubric. Gia stated that there was not a rubric or clear standards in the past, so schools were more subjective about performance. She also stated that each of the four schools use the same rubric, so they are all on the same page about standards.
- The board then discussed areas of strength, and areas in which improvement is needed. Gia stated that the education team are focusing on improving test scores, college readiness, and overall school culture. She stated that the needs of each school are very different, depending on their population.
- The issue of enrollment at Metro was brought up, and Gia explained the various reasons for the issue. She stated that the Metro team and enrollment coordinator are hard at work to improve enrollment. Gia closed by stating that this year's KPI process went well, and that she hopes that the new rubric helps to streamline the process even more in the future.

3. Finance Committee Report

- Judy opened the finance committee report by stating that the organization is tracking well financially. She stated that our enrollments are tracking well, and that there is an expected rise in ADA payments, which will likely reduce our CSC liability in the coming months and year.
- Judy explained to the board that new digital media labs were needed at CAT, Impact, and EA and that though this costs were unexpected, our budget covered them. Jim asked about the labs, and what they entail. The board then discussed the need for even more STEM-related materials at our schools.
- She closed the presentation by stating that we are on track financially, and the new grants coming in have helped our bottom line.

4. Development Committee Report

- Lawrie opened the report by first thanking the board for their generous pledges of support for this fiscal year. She stated that we are on track to reach our goals in development. Lawrie also stated that we had a very successful development event, the Metro Open House on 10/13. She gave an overview of the event, and thanked the board members for attending the event.

- Jane Breyer gave a short presentation about the up-to-date development numbers and stated that we are tracking well. She also thanked the board for their generous yearly gift pledges.
5. Audit Committee Report
 - Larry stated that the audit went very smoothly, and that he was impressed with how well the finance department handled the whole process. Judy thanked Larry, and stated that the audit process went very well this year, and she was pleased with the results.

IV. PRESENTATIONS

1. HR Presentation
 - Judy introduced the presentation by stating that Naomi Kellar, Jim Wiggett, and Luke Pena (an Education Pioneers intern) spearheaded the effort to create this presentation. Judy showed the presentation and explained that we are taking a closer look at how to retain the best teachers and school staff.
 - The board discussed the struggles that schools have in retaining the best teaching staff. Judy closed the presentation by stating that the HR team is working on finding new ways to address the needs and concerns of school staff in the future.
2. Development and Communications Branding Strategy Presentation
 - Jane opened the presentation by stating that Envision Schools now has a more robust communications team, and to that end there will be changes in how seamlessly we communicate our messaging to the outside world.
 - She covered the ways in which we are trying to streamline our messaging – from the schools, to the support office, and to the board. She explained that Envision Learning Partners (formerly 3CS) are in a rebranding process, and that the whole organization will see some changes in messaging and branding, as well.
 - The board then discussed the name change for Envision Learning Partners.
 - Jane stated that the board would need to vote on an umbrella organization name change in January, but that Envision Schools and Envision Learning Partners will stay the same.

V. ACTION ITEMS

1. Approval of FY11 Audit
 - Motion: Jim
 - Second: Lawrie
 - 12 Yes 0 No

2. Approval of updated Envision Schools Board Member Job Description
 - Motion: Natalie
 - Second: Amy
 - 12 Yes 0 No

3. Approval to form an ad-hoc committee, headed by Todd Aldrich, to explore alternative financing vehicles
 - Motion: Helen
 - Second: Jim
 - 12 Yes 0 No

VI. CLOSED SESSION

- Nothing to report

VII. ADJOURNMENT

- Meeting was adjourned at 6:40PM.