MINUTES OF THE BOARD OF TRUSTEES OF
FUTURE LEADERS INSTITUTE CHARTER SCHOOL
SEPTEMBER 22, 2011
DRAFT DATED OCTOBER 4, 2011 SUBJECT TO BOARD APPROVAL

Members present: Suzanne Thompson, Ray Joseph, Jr. (by phone), Melody Rollins, Andy Hutcher, Joan Wicks, Jay Hatfield (by phone), Marc Sulam, Natalie Deak Jaros and Izzy Colon.

Members absent: Jay Adya

Also present: Sonia Park (Charter Schools Office of DoE), Kisha Wommack (Charter Schools Office of DoE), Emily Forman, Stephanie Carroll, Robin Glassberg, Rachel Rocker, Katja Frazier (K teacher) and Ernie Maginsky (Academic Intervention Specialist).

The Board meeting began at 8:30 am at FLI and was called to order by Suzanne Thompson.

1. After introductions, Suzanne introduced Katia Frazier and Ernie Maginsky, and each gave an impromptu description of the positive tangible changes in the school this year compared to last year from their perspective. The changes included two adults per class room, more professional teachers, better student behavior and strong consistent tone from the top.

2. *The minutes of the July 21, 2011 Board Meeting were unanimously approved.*

3. Suzanne and Izzy presented the preliminary 2011/2012 calendar for meetings and calls of the Board, Executive Committee and other committees and working groups and the composition of each. Izzy will work to fill in dates and times and recirculate it. *A decision was made to have our Annual Meeting on October 24, 2011 in the evening at PIMCO at 1633 Broadway, 45thfloor, between 5oth and 5r' Streets.* A discussion followed on identifying new Board members with various types of expertise and the need for each existing Board member to communicate to the Co-Chairs their interest in taking on or maintaining officer positions. This will be reviewed by the Executive Committee so that officer and committee/working group slates can be presented at the Annual Meeting.

4. Izzy presented the Principal's Report focusing initially on the DoE annual site visit, the Notice of Concern dated August 29, 2011 and the findings and corrective actions that have occurred and are taking place. An ongoing focus area is improving communications between the school leadership and teachers, other staff and parents. Izzy and Emily reviewed the enhanced communications that have started with parents, our new messaging systems and the launch of the new school website by the end of September. Izzy reported on the difficulties in moving the PICCS plans forward to get the required approval of the UFT. Izzy also reviewed staffing, the efforts to resolve the UFT grievance from February 2011 and the major improvements to our wireless infrastructure, student and teacher computer labs and equipment. PowerSchool training occurred in August but was not implemented in September due to other beginning of school

priorities, but the plan is to implement PowerSchool in October. In response to a question, Izzy confirmed that all teacher and other staff have or will be preparing goals for this school year, will do performance evaluations and the documentation will be kept in school personnel files. In addition, in response to Board guidance, Izzy will develop a dashboard with meaningful school metrics for the Board and the school leadership by the end of October. The Board recognized that the dashboard is likely to be supplemented after we have experience using it.

5. Rachel discussed the audit and the timing for completing the audited financial statements. The most significant issue is the enrollment, which is currently at 351 students versus the 395 target in our budget for school year 2011/2012. Izzy discussed the challenges in enrollment at this early stage of the school year, the efforts underway to increase enrollment somewhat and the expectation that enrollment will stabilize by the end of October. Izzy will prepare an action plan to increase enrollment. We anticipate that enrollment will be below 395 this year and the consequences to our budget will need to be evaluated. We discussed the need to finalize the Charter School Business Management contract and the fact that their cost is running well below the rough estimate from the end of last school year when the scope of their work was uncertain. The audit is expected to be largely completed by the end of the first week of October and ready to be approved at the Annual Meeting.

6. Stephanie presented the Curriculum and Testing plans for the new school year with the goals of (1) improving teacher effectiveness, (2) tracking the progress of the teachers and students using a common understand of what student performance is required and (3) improving student performance through inquiry. Stephanie discussed the Danielson Framework for effective teaching and how there is greater teacher buy-in this year and the role of professional learning teams (PLTs). The information gained through this approach is used to drive focused teacher professional development and class room content. The approach this year was described as a best practice used by the higher performing schools and something that the DoE is now requiring.

7. Emily presented the changes in the school culture. She described the improvements in teacher morale, unity, and the progress on improving student behavior with a higher performing Dean, communications with parents and the reinforcement of the FLI Code of Conduct. There are indicators that parents are more engaged and will be involved more in the school as class parents and in other ways.

8. Izzy presented the student ELA and Math test results from last year. They were characterized as unacceptable and improving them is one of Izzy's and the school leadership's most important priorities. A discussion developed about the significance of these test scores and the mandate to achieve material improvements this year. It was agreed that by December we should be able to use student and teacher data to predict with some accuracy how our students will perform this year. That will be carefully reviewed by the Board.

9. Izzy presented the Learning Survey, and a discussion developed on the low teacher ratings and how that reflected, in part, the environment in the school in late-March when the survey occurred. It was agreed that more targeted surveys should be used this year to ensure all important issues are surfaced and addressed.

10. Sonia Park responded to the Board's inquiry about whether there were other things we should be doing at FLI to address the Notice of Concern. She said that she was pleased to see that we had clearly taken ownership of the issues in the school observed last year.

11. Suzanne thanked all of our guests for attending the Board meeting and supporting the school.

The meeting was adjourned at 10:20 a.m.

The next Board meeting is expected to occur in the evening of October 24, 2011 at PIMCO.

Respectfully submitted,

Andy Hutcher, Secretary