MINUTES OF THE BOARD OF TRUSTEES OF
FUTURE LEADERS INSTITUTE CHARTER SCHOOL
November 13, 2013

Members present: Andy Hutcher, Katherine Brown, Amanda Williams, Natalie Deak, Ismael Colon, Jay Hatfield, Toye Wigley and Rudy Austin.

Members not present: Joan Wicks, Suzanne Thompson, and Gilda Wray.

Guests present: Dani McPartlin, Jahdiya Griffin, Jenny Nelson, Carolyn Eanes, Nikki Hertz, Dana Grau, Kevin Pope, Alex Rosario, Michelle Lozado, and Jaime White.

The Board meeting began shortly after 5:30pm at Future Leaders Institute Charter School and was called to order by Katherine Brown.

1. The Board moved to Executive Session at approximately 5:40p.m. Certain personnel matters were discussed. Executive Session concluded at approximately 6:00 p.m.

2. *The Board voted on the following items:*

    a. *The minutes of the October 17, 2013 Board Meeting were unanimously approved.*

    b. *The minutes of the October 25, 2013 special Board Meeting were unanimously approved.*

3. Jay Hatfield provided the Board with an update on the Educational Accountability Working Group and Hatfield Foundation Proposal for additional funds ($75,000) for tutoring and a request for a matching commitment of $75,000 from the board's fundraising efforts.

    a. The December 9, 2013 EAC meeting will include a discussion of the current benchmark testing results.

4. Katherine Brown and Toye Wigley provided an updated on FLI's year-end appeal and fund development.

    a. The Board requested that board members distribute the year-end appeal letter to their networks by November 25, 2013.

    b. Ms. Wigley will give a full update on Development Working Group activities at the January 2014 Board meeting.

5. The Finance Committee and Michelle Lozado provided the Board with the final audited financial statements as well as discussed the October monthly numbers and a preliminary 2014-2015 budget model.

    a. *The Board unanimously approved an investment of up to $350,000 to come out of the reserve during the 2013-14 fiscal year for: additional professional development, capital expenditures, any fundraising shortfall in the $75,000 board match of the Hatfield Foundation grant, fundraising consultant, and other non-business as usual items.*

6. Amanda Williams and Ismael Colon gave a brief update on parent engagement and the Parent Involvement Committee.

7. The Board discussed the upcoming Mid-year staff and parent surveys.

    a. The Board will review the surveys and provide Katherine Brown with edits, as necessary.

    b. The Board developed a timeline for staff and parent surveys to ensure the results are available for distribution by December 19, 2013.

    c. Toye Wigley volunteered to partner with Ms. Brown to administer the survey and coordinate follow up with all constituencies.

8. The Board discussed the following items with the Leadership Team, with input from Ismael Colon, Jahdiya Griffin, and Dani McPartlin:

    a. Review of a preliminary 2014-2015 Board Meeting Schedule.

    b. An update on the Personnel Handbook and teacher evaluation plan.

        i. The Leadership Team has worked with the union and teachers to develop an evaluation plan that mirrors the Danielson Model. A union vote to approve the plan will take place Spring 2014.

    c. An update on the Charter Center rally and mayor elect.

    d. A review of the highly appreciated project tracker developed by Ms. Brown.

    e. An operations update that included enrollment numbers, recruitment, state funding, staff fingerprinting compliance, the new report card design, and the dashboard.

    f. The Staff Appreciation Breakfast will take place November 22 and the Staff Holiday Party is confirmed for December 19. All Board members are welcomed to attend.

The meeting was adjourned at approximately 7:30pm. The next regularly scheduled Board meeting is expected to take place on January 16, 2014, at Credit Suisse.

Respectfully submitted,

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Amanda Williams