MINUTES OF THE BOARD OF TRUSTEES OF FUTURE LEADERS INSTITUTE CHARTER SCHOOL
September 17, 2015

Board members present: Katherine Brown, Joan Wicks, Andy Hutcher, Rudy Austin, Toye Wigley, Amanda Williams, and Gilda Wray.

Board members participating by phone: Jay Hatfield. Mr. Hatfield did not vote on any item presented to the Board for a vote.

Board members absent: Natalie Deak and Annie Adams.

Guests present: John Harrison York (FLI), Dani McPartlin (FLI), Julie Newman (FLI), Jody Flowers (FLI), Tiffany Daley (FLI), and Tom Cunningham (FLI).

The Board meeting began at approximately 5:40 p.m. at J.P. Morgan and was called to order by Ms. Brown.

1. Members of the Board and additional meeting attendees introduced themselves.

2. *Upon motion duly made, the Board unanimously voted to approve the minutes from the July 29, 2015 Board meeting.*

3. Ms. Brown provided an update on the timing of the FY14-15 audit and answered questions from the Board. The Finance Committee and the Executive Director are overseeing Charter School Business Management and the school's auditors as they finalize the audited financials for FY14-15.

4. Mr. York provided an update on the plans for increasing remediation efforts using SuccessMaker at home. Further details will be presented on the September EAC call. A plan for providing supplemental instruction for students who test out of SuccessMaker is also forthcoming.

5. The iReady diagnostic is underway and will enhance the integration of the instruction that is delivered during the school day with that which is delivered during Prep Academy. The instructional staff is very enthusiastic about iReady.

6. Ms. Newman delivered an update on the 2015 Summer Academy program, which included a discussion of the results of the teacher-created assessments administered at the end of the program. FLI students who participated in the program generally demonstrated double-digit improvement in both math and ELA. A discussion followed regarding increasing participation in the 2016 Summer Academy program.

7. Ms. McPartlin provided an update on the 2015-16 extended day program and the final plans for 8th and 9th period (formerly known as Enrichment), which includes all of FLI's academic, athletic, and artistic classes offered after the regular school day. The newly reconfigured extended day program includes two components: Prep Academy and Enrichment. The program and the newly hired Enrichment Coordinator have both received a lot of positive feedback from teachers, students, and families for the streamlined and diverse opportunities that are now available to FLI's students. Resident artists and other 8th and 9th period teachers are receiving instruction to ensure they are effective classroom managers and to increase

linkage between the content delivered during the school day and that which is delivered during 8th and 9th periods.

8. Ms. McPartlin led a discussion on Prep Academy. Prep Academy provides supplemental Math and English Language Arts instruction and test preparation to students in small groups. Within the next month, all students will complete the diagnostic assessment in order to form groups based on similar remediation needs. In order to achieve desired small-group instruction – which format was remarkably successful during the 2015 Summer Academy program – the Leadership Team would like to engage All Ivy to provide tutors throughout the school year to supplement FLI teachers during Prep Academy. All Ivy tutors will work with the same students throughout the year and progress monitoring reports from iReady will be used to measure the success of each tutor provided by All Ivy.

    a. *Upon motion duly noted, the Board unanimously voted to approve spending of up to $125,000 from the school's unrestricted reserve fund to fund the All Ivy tutors for the 2015-16 school year*.

9. The Leadership Team provided their reflections on the start of the school year. They remarked that family, teacher and student feedback on the new school year has been largely positive and that Back to School Night excellent. The Leadership Team remarked that communication with families has improved markedly, and reflected on the ongoing change management process around increased accountability for teachers, staff, families and students.

10. Mr. York and Ms. Brown reviewed the DOE charter renewal application process timeline, deadlines and Board responsibilities. All of the related Board and management workstreams are on track. The DOE will conduct an interview with the Board at the October 14, 2015 meeting, the first school visit will take place on October 19, and the second school visit and public hearing will take place on December 10.

11. Mr. York discussed the current enrollment numbers, which are on track. It is understood that the enrollment numbers will change over the next few weeks as part of the annual city-wide movement in this area.

12. Mr. Austin provided the Finance Committee report and answered questions from the Board. The Board reviewed the funds in the school's operating and reserve accounts and discussed the 5-year budget that is being prepared in connection with the charter renewal application. It was noted that, at the July 2015 Board meeting, the Board voted to move $1,000,000 from the school's operating account into its unrestricted reserve fund.

    a. *Upon motion duly made, the Board voted to spend up to $1,500,000 out of the school's unrestricted reserve fund over the next 5 years to fund strategic investments that will further close the achievement gaps facing FLI's students. These investments will be in the form of a variety of non-recurring items, including technology, software and other infrastructure; professional development for teachers and leadership; further remediation efforts during and outside of the school day; and other such non-recurring charges as are approved by the Board. The majority of these funds will be spent in the next 1-3 years.*

    b. It was noted that the funding for the All Ivy tutors is included in the aforementioned figure.

13. Ms. Wray updated the Board on the work of Governance Working Group. Ms. Wray and Honorary Trustee Suzanne Thompson are developing a comprehensive report of and recommended action items coming out of the results of the Board self-evaluation that took place over the summer. Ms. Wray provided an update on Trustee recruiting efforts.

14. Mr. York, Ms. McPartlin and Ms. Brown led a discussion of the goal-setting process for the new school year. The Board reviewed, discussed, and approved the proposed goals for the school, as well as the related individual goals for Mr. York and Ms. McPartlin.

15. The Board reviewed and discussed the proposed contract with Primavera Professional Development for professional development for each Leadership Team member throughout the 2015-16 school year.

    a. *Upon motion duly made, the Board approved the contract with Primavera Professional Development, including funding up to $35,000 for such services*. The funding is to come out of the unrestricted reserve fund as part of the investment discussed above.

16. *Upon motion duly made, the Board moved to Executive Session at approximately 7:30 p.m.*

    a. Certain personnel matters were discussed. Executive Session concluded at approximately 7:40 p.m.

The meeting adjourned at approximately 7:40 p.m. The next regularly scheduled Board meeting is expected to take place immediately following the 5:30 p.m. interview with the DOE on October 14, 2015, at Latham and Watkins.

Respectfully submitted,

____

Amanda A. Williams