MINUTES OF THE BOARD OF TRUSTEES OF FUTURE LEADERS INSTITUTE CHARTER SCHOOL
October 19, 2017

Board members present: Katherine Brown, Natalie Deak Jaros, Andrew Hutcher, Rudolph Austin, Jay Hatfield, Gilda Wray, Ross Harold, Rachel Klein

Others present: John Harrison York (FLI), Dani McPartlin (FLI), Jody Flowers (FLI), Rusty Slovenec (FLI), Roberta Kelly (Prospective Board Member)

By phone: Annie Adams. Ms. Adams did not vote on any matters put forth to the Board for a vote during the meeting.

Absent: Jon Drucker and Joan Wicks

The Board meeting began at approximately 5:35 p.m. at Ernst & Young and was called to order by Katherine Brown.

1. Ms. Brown welcomed all the Board meeting participants.

2. The Board then voted on the following item:

    a. *Upon motion duly made, the Board unanimously voted to approve the minutes from the September 25, 2017 meeting.*

3. After discussion, the Board voted on the following item:

    a. *Roberta Kelly was unanimously elected for a term of two years to the Board of Trustees.*

4. The Board voted on the following items:

    a. *The following officers were unanimously elected for a term of one year, each of whom will also be a member of the Executive Committee:*

        Co-Chairs: Natalie Deak Jaros and Andrew Hutcher
        Treasurer: Rudolph Austin
        Secretary: Katherine Brown

    b. *Ross Harold was unanimously elected to the Executive Committee.*

    c. *Rudy Austin, Katherine Brown, Joan Wicks and Gilda Wray were each unanimously reelected to the Board for an additional two-year term (October 2017 – October 2019). It was noted that the terms of Roberta Kelly and Ross Harold also continue through October 2019.*

It was noted that the terms of Annie Adams, Jon Drucker, Jay Hatfield, Andrew Hutcher, Natalie Deak Jaros and Rachel Klein continue through October 2018.

d. *Rudolph Austin, Natalie Deak Jaros and Katherine Brown were unanimously elected to the Finance Committee for a term of one year. Mr. Austin was appointed to be Chair of the Finance Committee.*

e. *A resolution accepting the Working Groups for 2017 – 2018 as constituted below was unanimously adopted:*

Governance Working Group: Gilda Wray, as Chair, Jon Drucker and Joan Wicks.

Educational Accountability Working Group: Jay Hatfield and Joan Wicks, as Co-Chairs, Roberta Kelly, Rachel Klein and Ross Harold.

5. Mr. York, Ms. McPartlin, Ms. Flowers and Mr. Slovenec delivered an update and answered questions from the Board with regards to instruction, including the following:

    a. Ms. McPartlin and Ms. Flowers updated the Board on some staffing changes and new instructional team members. A discussion followed.

    b. Mr. York discussed the process of setting student achievement/proficiency goals for the school year, including the aggregation of individual teacher goals into school-wide goals by the Leadership Team. This year's process was enhanced to be more data-centric, teacher-driven and results-oriented. The instructional staff and Leadership Team have enhanced their practices as a result of this process. Goals will be revisited and monitored throughout the year (including in connection with benchmark assessments), and will be an area of focus for the Professional Learning Communities (PLCs) during staff professional development time. Ongoing reporting to the Board on progress towards these student achievement goals will take place.

    c. Mr. York gave an update and answered questions regarding the use of technology in the classroom, noting that this is the second year of the school's partnership with Power My Learning. All FLI students are using laptops during the school day to augment their classroom learning and receive targeted instruction as well as remediation and acceleration. Subject matter experts on the instructional staff are being leveraged to share best practices, and this is an active topic for the PLCs as well.

    d. Mr. Slovenec reported that FLI's weekend instructional program (Saturday Academy) begins on December 2nd. The program will run for 17 Saturdays during the 2017-18 school year. All students are invited to attend. Saturday instruction will be aligned to the benchmark assessments and the goal is to maximize FLI staff participation to ensure continuity with classroom instruction.

6. Mr. Austin, on behalf of the Finance Committee, and Mr. York delivered the monthly finance report. It was noted that the second of five required payments for retro pay under the school's union contracts will be paid this school year. Mr. Austin and Mr. York also provided a recap of the process involved in the preparation of the audited financial statements with the school's auditors, Lutz and Carr. The Board discussed the draft audited financial statements for the fiscal year ended June 30, 2017. It was noted that the auditors did not report any significant deficiencies or material weaknesses in internal controls. The Board voted on the following item:

    a. *Upon motion duly made, the audited financial statements for the fiscal year ended June 30, 2017 were unanimously approved by the Board.*

7. Mr. York, Ms. McPartlin, Ms. Flowers and Mr. Slovenec provided an update and answered questions from the Board on the following topics:

    a. The school's enrollment, which is lower than budgeted but which also reflects a reduction in attrition amongst the kindergarten class. The demographic of the student body is more diverse than it has ever been, with an increase in students who speak Spanish and recent immigrants to the US.

    b. The Extended Day program, including options available for Middle School students and additional options to explore in the future. A discussion followed.

    c. The Parent Involvement Committee (PIC), including the staff position focused on coordinating the efforts of the PIC, targeted outreach efforts to increase parent engagement, and the upcoming PIC meeting.

    d. The teacher evaluation agreement with the UFT and the school's participation in the New York City DOE District-Charter Collaborative program. A discussion followed.

8. On motion duly made, the Board moved to Executive Session at approximately 7:20 pm.

    Personnel matters were discussed. The Executive Session adjourned at approximately 7:35 pm.

The Board meeting adjourned at approximately 7:35 p.m.

The next Board meeting is expected to take place at 5:30 p.m. on Thursday, November 30, 2017 at Senator Investment Group.

Respectfully submitted,

Katherine M. Brown

Katherine M. Brown
Secretary