FUTURE LEADERS INSTITUTE CHARTER SCHOOL

Board of Trustees Meeting
June 29, 2020
5:30 p.m. – 7:30 p.m.

Via Zoom: Go to the calendar invite and click "join meeting".
Join Zoom Meeting
https://us04web.zoom.us/j/79301623186?pwd=SVBYajBsaW4wQTIrWlc5Z092bDExQT09

Meeting ID: 793 0162 3186
Password: 8N8yE6

AGENDA

Note: For any topics marked with an asterisk, the allocated time is for questions, should they arise, from the information in the corresponding document in the Board packet.

ID	Subject	Action Required	Topic	Owner	Time
1	Announcements	N/A	a) Welcome and Announcements	a) Natalie	a) 2 minutes
2	Board Business	Board Votes	a) Approval of May Board Meeting Minutes	a) Natalie	a) 2 minutes
3	Academics	N/A	EAC Update: a) Remote Learning Update b) FY 21 Hybrid Model Description	a) Jody and Rusty b) Jody	a) 10 minutes b) 15 minutes
4	Dashboards & Enrollment	N/A	a) Enrollment Dashboard	a) Stan	a) 10 minutes
5	Finance	N/A	Finance Committee Update: a) Monthly Finance Committee Narrative: May b) Month End Financial Statements: May* c) FY 21 Budget (some portion in executive session)	a) Rudy / Stan b) Rudy c) Stan	a) 5 minutes b) Read Only c) 30 minutes Exec Session
6	Executive Session	N/A	Executive Session	Natalie	30 minutes [1]
7	Board Business	Board Votes	a) Approval of FY 21 Budget	a) Natalie	a) 2 minutes

[1] Anticipated length of time

MINUTES OF THE BOARD OF TRUSTEES OF FUTURE LEADERS INSTITUTE CHARTER SCHOOL

June 29, 2020

As a result of the extraordinary circumstances resulting from the COVID-19 pandemic, the school building was closed by Executive Order of the Governor of New York. The Board meeting took place via videoconference in compliance with the Governor's Order.

Board members present: Rudy Austin, Katherine Brown, Natalie Deak, Jon Drucker, Ross Harold, Andy Hutcher, Roberta Kelly, Rachel Klein, Ryan Post and John Harrison York.

Others present: Stan Brown (FLI Leadership Team), Jody Flowers (FLI Leadership Team), London Price (FLI Leadership Team) and Rusty Slovenec (FLI Leadership Team).

Board Members Absent: Jay Hatfield and Julie Wilson.

The Board meeting began at approximately 5:35 p.m. and was called to order by Natalie Deak.

1. Ms. Deak welcomed all attendees to the meeting and congratulated the staff on completing a successful school year in the midst of very challenging circumstances. The virtual 8th grade graduation celebration was inspiring to all.

2. *Upon motion duly made, the Board unanimously voted to approve the minutes from the May 20, 2020 Board meeting.*

3. Jody Flowers and Rusty Slovenec provided an update on the conclusion of the school year, including feedback received via a survey of the staff and parents regarding their experiences with remote instruction. Ms. Flowers and Mr. Slovenec have assembled a Planning Committee comprising teachers, Student Affairs staff, operational staff and leadership to prepare for the fall and plan for a variety of instructional scenarios. The New York City Department of Education (DOE) is expected to issue guidance soon.

4. Ms. Flowers and Mr. Slovenec discussed FLI's Summer Academy, which will begin in early July and will run for four weeks. The remote program will focus on ELA and Math. Students will be grouped by level to facilitate synchronous, small group instruction, with a smaller asynchronous component. Nearly 130 students across all grade levels are enrolled in Summer Academy.

5. Ms. Flowers and Mr. Slovenec gave an overview of the current model for hybrid instruction that FLI is developing in accordance with DOE and New York State guidance. Ms. Flowers and Mr. Slovenec answered questions from the Board and discussed a number of requirements and protocols regarding facilities, classroom density, physical distancing, furniture, PPE and other topics. A discussion followed.

6. Stan Brown and Ms. Flowers gave an update on enrollment for 2020-21 and answered questions from the Board. The Board discussed the data that was presented in the Board packet and the school's current strategies for recruiting and retention in light of the needs of families as a result of the pandemic. Enrollment remains a significant challenge for the school and is compounded by the ongoing uncertainty surrounding the 2020-21 school year.

7. Dr. Brown gave an overview of the final FY20 year-end projections and the drivers behind the budget-to-actual variance that resulted in a forecasted surplus for the year.

8. Dr. Brown delivered the proposed FY21 budget and recapped the work done by the Finance Committee and school leadership to prepare the draft budget. The draft assumes a hybrid instructional model for the year which consists of both remote and in-person instruction. Dr. Brown highlighted key revenue and expense items resulting from the pandemic and the current charter landscape. The Board discussed the funding formulas and other revenue assumptions underlying the budget. The Board discussed the school's cost structure, which reflects salary increases and other mandated benefits under the union contracts, investments in certain areas deemed critical for the school, costs necessary to facilitate compliance with the extensive safety protocols that apply to in-person instruction and reductions in non-essential spending. The Board noted that the school is expected to run a substantial deficit, with certain built-in levers that would be pulled to offset (or increase) spending at different enrollment levels.

9. On motion duly made, the Board moved to Executive Session at approximately 7:15 p.m.

   Personnel matters were discussed. Executive Session adjourned at approximately 7:30 p.m.

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

    Upon motion duly made, the Board unanimously voted to approve the budget in connection with a hybrid instructional model with an anticipated enrollment of 340 students for the 2021 fiscal year.

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 July 29, 2020, by videoconference.

Respectfully submitted,

Katherine M. Brown

Secretary