FUTURE LEADERS INSTITUTE CHARTER SCHOOL

Board of Trustees Meeting
November 18, 2020
5:30 p.m. – 7:30 p.m.

Via Zoom: Go to the calendar invite and click "join meeting" or select the link below.
Future Leaders Institute Charter School is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
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Meeting ID: 972 3181 2146
Passcode: 1TRz6F

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/Ross	a) 2 minutes
2	Board Business	Board Votes	a) Approval of October Board Meeting Minutes b) Approval of FLI's Building Safety Plan	a) Natalie/Ross b) Natalie/Ross	a) 2 minutes b) 2 minutes
3	Academics	N/A	EAC Update: a) Attendance b) Technology c) Grading Policy d) ANET/ Benchmark Assessments	a-d) Rusty	a-d) 25 minutes
4	Dashboards & Enrollment	N/A	a) Enrollment Dashboard	a) Thandi	a) 5 minutes
5	Finance	N/A	Finance Committee Update a) Monthly Finance Committee	a) Rudy	a) 10 minutes
6	Executive Session	N/A	Executive Session	Natalie	15 minutes [1]

[1] Anticipated length of time

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

NOVEMBER 18, 2020

As a result of the extraordinary circumstances resulting from the COVID-19 pandemic, the Board meeting took place via videoconference in compliance with the Governor's Order.

Board members present: Rudy Austin, Katherine Brown, Natalie Deak, Ross Harold, Jay Hatfield, Roberta Kelly, Rachel Klein, Julie Wilson and John Harrison York.

Others present: Thandi Edwards (FLI Leadership Team) and Rusty Slovenec (FLI Leadership Team).

Board members absent: Jon Drucker and Ryan Post.

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

1. Ms. Brown welcomed all attendees to the meeting.

2. *Upon motion duly made, the Board unanimously voted to approve the minutes from (1) the October 28, 2020 Annual Board meeting and (2) the October 31, 2020 special Board meeting.*

3. Rusty Slovenec presented the Building Safety Plan for approval. A discussion followed.

   Upon motion duly made, the Board unanimously voted to approve the Building Safety Plan with the edits discussed to the "COVID-19 Safety Measures" section to further clarify (1) mask requirements, (2) COVID-19 testing protocols and (3) the current protocol in the event of a positive case of COVID-19 in the building.

4. Mr. Slovenec provided the Academics update. He reviewed the materials provided in the Board packet and answered questions from the Board on the following items:

   a. *Attendance*. Mr. Slovenec reviewed the current attendance data and noted that the trendline was improving as a result of the distribution of additional laptops to students and continued engagement with families. Efforts and incentives to further increase attendance and reduce tardiness remain ongoing.

b. *Technology*. The distribution of 70 new laptops to students and teachers is complete. Older hardware is being refurbished and redistributed as needs arise. 330 new Chromebooks should arrive by the end of the month. The process around FLI's IT ticketing system has improved considerably thanks to the efforts of the school's Technology and Student Affairs teams.

c. *Grading Policy*. FLI's grading policy remains the same as it was during the remote term of the 2019-20 school year at the beginning of the pandemic. Student progress is presented on report cards both descriptively and quantitatively. The school's overall policy is more rigorous than that of the DOE. Virtual Honors Assemblies will take place in early December to celebrate student achievement. Report cards will be distributed via email and efforts are underway to facilitate remote parent-teacher conferences.

d. *Assessments*. Benchmark exams were recently administered using ANET (grades 3-8) and STEP (grades K-2). The process went smoothly and reflected improvements made as a result of lessons learned from the administration of the diagnostic assessments earlier in the fall. Teachers will participate in an upcoming Data Day to grade the open responses, analyze the results and plan accordingly.

5. Mr. Slovenec gave an update on the recent announcement by the Mayor requiring all New York City public schools to transition to a fully remote model and the school's strategy in response thereto. School leadership and staff were well-prepared for this announcement and for the impending transition of grades K-2 to a fully remote model in response to the Mayor's announcement. A discussion followed.

6. Thandi Edwards reviewed the enrollment dashboard. Enrollment is anticipated to remain between 380 and 390. Ms. Edwards gave an overview of the school's strategy for recruiting and retaining students for the 2021-22 school year, which includes a number of efforts, community partnerships, parent outreach and marketing content focused on FLI's unique value proposition. The school remains focused on increasing enrollment in grades K-3, as well as increasing representation in the FLI community of ELL students and students with disabilities. A discussion followed.

7. Rudy Austin, on behalf of the Finance Committee, provided an overview of the October month-end financial results, including the drivers between the budget-to-actual variances. The school's accrued expenses were reduced considerably with the payment in full of the retroactive salary payments to FLI's UFT members in accordance with the contract between the UFT and the City. It was noted that FLI paid its obligation in full, notwithstanding the City's decision to delay payment of 50% of these payments until July 2021. A discussion regarding the funding received under the CARES Act followed.

8. On motion duly made, the Board moved to Executive Session at approximately 6:30 p.m.

Personnel matters were discussed. Executive Session adjourned at approximately 6:45 p.m.

The Board meeting adjourned at approximately 6:450 p.m.

The next Board meeting is expected to take place at 5:30 p.m. on December 16, 2020, by videoconference.

Respectfully submitted,

Katherine M. Brown

Secretary