FUTURE LEADERS INSTITUTE CHARTER SCHOOL

Board of Trustees Meeting
June 23, 2021
5:30 p.m. – 7:30 p.m.

Join Zoom Meeting
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Meeting ID: 992 7510 2723
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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
4	Academics	N/A	EAC Update: a) Attendance b) Renewal Update c) Summer Academy Update d) Open teaching positions	a-d) Jody/ Rusty	a-d) 20 minutes
6	Enrollment	N/A	a) Enrollment/Recruitment Update	a) Jody/ Rusty	a) 10 minutes
7	Finance	N/A	Finance Committee Update" a) Monthly Financial update: May b) FY 22 Budget (some portion in executive session)	a) Rudy b) Rusty/Jody	a) 10 minutes b) 30 minutes
8	Executive Session	N/A	a) Approval of FY 22 Budget	a) Natalie	a)15 minutes [1]

[1] Anticipated length of time

MINUTES OF THE BOARD OF TRUSTEES OF FUTURE LEADERS INSTITUTE CHARTER SCHOOL
JUNE 23, 2021

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, Jon Drucker, Ross Harold, Rachel Klein, Julie Wilson and John Harrison York.

Others present: Jody Flowers (FLI Leadership Team) and Rusty Slovenec (FLI Leadership Team).

Board members absent: Jay Hatfield, Roberta Kelly and Ryan Post.

The 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.

2. *Upon motion duly made, the Board unanimously voted to approve the minutes from the May 2021 Board meeting.*

3. Jody Flowers provided the Academics update. She reviewed the materials provided in the Board packet and answered questions from the Board on the following items:

    a. *Attendance*. Ms. Flowers discussed the drivers behind the decline in attendance and on-time attendance in the past month.

    b. *Renewal*. FLI's current charter expires in June 2022. Ms. Flowers reviewed the timeline for the renewal application process and outlined the process for compiling the delivering interim assessment data as part of the school's application for renewal. The application is not yet available. A discussion followed, which included an overview of the workflow for compiling the renewal application.

    c. *Summer Academy*. The half-day program will take place from July 6 through July 30. Ms. Flowers provided an update with the current attendance statistics and an overview of current staffing levels. All FLI students will be assigned summer homework utilizing i-Ready.

    d. *2021-2022 Staffing*. Ms. Flowers provided an overview of open teaching positions for the upcoming school year and outlined the strategy for reallocating resources to meet staffing needs in sixth grade. A discussion followed.

4. Ms. Flowers reviewed the Enrollment Dashboard provided in the Board packet, gave an update on the school's recruiting and enrollment efforts and answered questions from the Board. The school's retention statistics remain strong. Leadership and staff remain focused on engagement with new and returning families, and FLI has increased the administrative support provided to families with the registration process. A discussion followed regarding enrollment of students with IEPs. The Educational Accountability Committee will focus on the makeup of FLI students with IEPs to ensure the instructional model is aligned with the specific needs of FLI's students.

5. Rudy Austin, on behalf of the Finance Committee, provided an overview of the May month-end financial results, including the drivers between the budget-to-actual variances and additional expense savings that increased the projected surplus as part of the year-end true-up process. CSBM has been engaged to support the school's Finance function, and the onboarding process is underway.

6. Mr. Austin delivered the proposed FY22 budget and recapped the work done by the Finance Committee and school leadership to prepare the draft budget. Mr. Austin provided an overview of the primary assumptions embedded in the budget, including the multi-year application of state and federal coronavirus relief funding. The instructional model assumes full-time in-person learning for all students with no social distancing. The Board discussed the school's staffing model and administrative structure, as well as a number of potential, significant revenue and expense impacts detailed in the written materials.

7. On motion duly made, the Board moved to Executive Session at approximately 6:40 p.m.

   Personnel matters were discussed. Executive Session adjourned at approximately 6:55 p.m.

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

   Upon motion duly made, the Board unanimously voted to approve the two budgeted scenarios presented at enrollment of 360 and 380 students. The school will proceed under the applicable scenario depending on actual enrollment levels.

The Board meeting adjourned at approximately 7:00 p.m.

The next Board meeting is expected to take place at 5:30 p.m. on July 28, 2021, at FLI.

Respectfully submitted,

Katherine M. Brown
Secretary