

Approved: 12/3/12

Achievement First Hartford Academy

Board of Directors Notes

September 24, 2012

In Attendance: Jean LaVecchia, Nancy Zweiner, John Motley, Gretchen Unfried, Tina Rendon, Laura Estes

Others in attendance: Jeff House, Claire Shin, Liz Ferguson, Kelonda Maull, Lauren Miller, Ken Paul and Dan Ochs

Jean LaVecchia Chaired and Kelonda Maull recorded minutes

Ms. LaVecchia called the meeting to order at 5:10pm.

She asked if there were any public comments and hearing none, she moved into regular board business. Ms. LaVecchia began the meeting by introducing the new parent representative, Tina Rendon, Ms. LaVecchia asked Liz Ferguson to begin Principal Reports.

Liz Ferguson, principal of AF Hartford Academy Elementary introduced herself to the board and gave an overview of priorities for the elementary school for the current school year. Ms. Ferguson reported the progress and priorities for the elementary school and highlighted the schools positive school culture and strong staff training and culture. She also commented on the excellent collaboration happening across the school. One growth area that Ms. Ferguson identified is the need to continue to raise attendance goals. Ms. Ferguson answered questions from the board about her report.

Mr. House, principal of Achievement First Hartford Academy Middle School introduced himself to the board and gave an overview of his priorities and challenges for this year. Mr. House then highlighted academic progress made at the school last year. He identified student attendance and 6th grade reading as current areas for growth. Mr. House answered questions from the board about his report.

Ms. Shin, principal of Achievement First Hartford High then began her report. Some of the successes that she highlighted include improved reading, algebra and literature instruction. Ms. Shin discussed growth opportunities with the Board and has traveled to other non-AF schools to study and implement similar student recognition structures. Ms. Shin is proactively thinking about ways to support our scholars and prepare them for college with potential college fairs, or workshops throughout the year to be open for students and is pre-thinking with board members.

Ms. LaVecchia invited Ms. Miller from Achievement First to give a recap on themes from the board retreat in July. Ms. Miller provided the board with a brief recap of the retreat and

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highlighted the main takeaways and themes that Achievement First heard from the board members

Ms. Miller gave a brief update on advocacy and community engagement work planned for the upcoming year. Achievement First will keep the board updated on this work moving forward.

Ms. LaVecchia asked the board to consider a resolution allowing other officers to sign on behalf of the board secretary since Ms. Palmer is not present at the meeting.

RESOLVED:

- a. NOW, THEREFORE, BE IT RESOLVED that the officers of the board of directors Achievement First Hartford Academy ("AFH"), be and each hereby is, singly or jointly, authorized in the name of and on behalf of AFH, to execute such instruments and agreements as would normally be executed by the secretary of the board in fulfillment of the duties of the secretary of the board, when the secretary is unable to act.
- b.

Moved: Nancy Zweiner

Second: John Motley

(all in favor)

Ms. LaVecchia asked the board if they had a chance to review the meeting minutes from the previous board meeting. Hearing no suggested changes she asked for a motion to approve the minutes in the form presented to the board.

Moved: John Motley

Second: Laura Estes

(all in favor)

Ms. LaVecchia then asked the board treasurer to provide the board with a financial update. Mr. Motley reviewed the balance sheet and forecasted financials with the board and answered questions from the board. Ms. LaVecchia asked for a motion to approve the forecasted financials.

Moved: John Motley

Second: Gretchen Unfried

(all in favor)

Mr. Paul, Director of Development for Achievement First gave an update to the Board about philanthropy and the fundraising goals for the year.

Approved: 12/3/12

Ms. LaVecchia asked the board to consider nominating and approving the election of Ms. Tina Rendon to the board of directors as a parent representative. The board enthusiastically welcomed and voted to her appointment to the board.

Resolution to Elect Tina Rendon to Board of Directors as Parent Representative

BE IT RESOLVED that subject to the approval of such election by the board of directors of Achievement First, Inc., as the sole member of Achievement First Hartford Academy, Tina Rendon is elected to serve a term of two years ending in July 2014 or until her successor is duly elected and qualified.

Moved: John Motley

Seconded: Nancy Estes.

(all in favor).

Ms. LaVecchia asked if there is no further business and hearing none she asked for a motion to adjourn the meeting.

Moved: John Motley

Seconded: Jean LaVecchia

(all in favor).

The meeting adjourned at 7:07pm

Respectfully Submitted: _____