**Elm City College Preparatory**

**Board of Directors Meeting**

**November 25, 2013, 5:30 – 7:30 p.m.**

**407 James Street, New Haven**

**Dinner (5:00 – 5:25)**

**Call to Order (Dick Ferguson)**

**Public Comment**

**Board Dashboards & Elementary Principal Reports (5:35 pm)**

(Amanda Alonzy and Andrew Poole)

* Bright Spots from the data in the Dashboard
* 2 Growth Areas from the data in the Dashboard
* Other updates

**Joint Board Discussion (6:15 pm)**

1. Joint High School Committee report (Caroline Williams)
2. Discussion of Active Committees (Scot Kerr)
   1. Principal Committee
   2. Governance Committee
3. Report on the AF Report Card and School Bonus Plan (Tony Siddall)
4. Advocacy & Community Relations (Tony Siddall)

**Adjourn Joint Session (6:45 pm)**

**Transition to Individual Board Meetings**

**Amistad Academy – Community Room**

**Elm City College Preparatory – Large Conference Room (1st floor)**

**Individual Board Meeting - Call to Order (Dick Ferguson, 6:50 pm)**

**Public Comment**

**Board Business (6:55 pm)**

1. Approve Minutes of September 25, 2013 retreat (Resolution 1)
2. Authorize Attestation of Compliance with Meal Pattern Requirements (Resolution 2)
3. Approve School Bonus Plan (Resolution 3)
4. Nominate Principal Committee (Resolution 4)
5. Nominate Governance Committee (Resolution 5)
6. Elect Magaly Cajigas as Parent Representative (Resolution 6)
7. Elect Erik Clemons as Director (Resolution 7)
8. Approve First Niagara Loan Documents (Resolution 8)

**Financial Reports (Laura Saverin, 7:15 pm)**

1. Review Draft 2012-2013 Audit Report
2. Review and Accept YTD Financials (Resolution 9)

**Adjourn**

**PROPOSED RESOLUTIONS**

1. Approve Minutes of September 25, 2013 Meeting
2. Attestation to Meal Pattern Requirements
   1. WHEREAS the Healthy, Hunger Free Kids Act of 2010 (HHFKA) requires an additional 6 cents per lunch reimbursement be provided to school food authorities (SFAs) certified by a State Agency to be in compliance with the new meal pattern requirements of the final meal pattern rule published in the Federal Register on January 26, 2012.
   2. AND WHEREAS Amistad Academy’s food service provider has prepared documentation that substantiates compliance with required meal patterns
   3. NOW THEREFORE BE IT RESOLVED THAT Melinda Hamilton as Chairman of Amistad Academy hereby is authorized to attest to the fact that Amistad Academy schools operating the National School Lunch Program authorized under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq), and/or the School Breakfast Program authorized under the Child Nutrition Act of 1966 (42 U.S.C. 1773), are in compliance with the meal pattern requirements in effect for school year 2012-13, as set forth in 7 CFR Part 210.10 and 220.23, as applicable.
3. School Bonus Program
   1. NOW THEREFORE BE IT RESOLVED THAT the Board hereby approves the bonus policy covering performance from the 2012-13 school year. The Board further approves the AF School Report Card as the method for determining the amount of bonuses, and delegates to Achievement First co-CEO and Superintendent Doug McCurry the exclusive authority to award mitigating points in exceptional circumstances.
4. Formation of Principal Committee
   1. WHEREAS the Board has historically formed an ad hoc “PGP Committee” to review the professional growth plan of school principals
   2. AND WHEREAS the Board desires to replace the PGP Committee with a standing “Principal Committee” with expanded responsibilities in the areas of principal recruitment and development
   3. NOW THEREFORE BE IT RESOLVED THAT the Board forms the Principal Committee comprised of between 2 – 3 voting Directors, exclusive of Parent and Teacher representatives, with initial members being: 1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; 3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Formation of a Governance Committee
   1. WHEREAS the Board desires to form a standing “Governance Committee” with responsibilities in the areas of board governance including director recruitment, onboarding, evaluation, and insuring adherence to the By-Laws
   2. NOW THEREFORE BE IT RESOLVED THAT the Board forms the Governance Committee comprised of at least 2 Directors, with initial members being:

1) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; 2) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

3) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_; 4) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

1. Elect Magaly Cajigas as Parent Representative
   1. NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College Preparatory (ECCP) hereby appoints Magaly Cajigas as the Parent Representative to the board having previously been elected by a majority of the Parent Leadership Team of ECCP Middle School.
2. Elect Erik Clemons to Board
   1. WHERAS the Elm City College Preparatory Board shall have not fewer than twelve (12) nor more than twenty-five (25) Directors
   2. AND WHEREAS the Board desires to expand the expertise and connections in the communities they serve
   3. NOW THEREFORE BE IT RESOLVED THAT, the Board of Elm City College Preparatory elects Mr. Erik Clemons to an initial term as a Class II Director expiring on 6/30/2014, eligible for re-election for a subsequent 3-year term.
3. Approve First Niagara Loan Documents
   1. [RESOLUTION To Come]
4. Accept YTD Financial Report
   1. NOW THEREFORE BE IT RESOLVED THAT, the Board of Directors of Elm City College Preparatory hereby accepts the YTD Financial report dated 10/31/13 as presented.