

**Elm City College Preparatory**  
**Board of Directors Meeting**  
September 16, 2015  
403 James Street, New Haven

**I. Call to Order & Attendance**

The meeting was called to order by Richard Ferguson at 5:46 pm.

The following directors and staff were in attendance:

Richard Ferguson, ECCP Board - Yes  
Marnie Halsey, ECCP Board - Yes  
Patricia Pierce, ECCP Board - No  
Laura Saverin, ECCP Board - Yes  
Kaitlyn Stasik, ECCP Board - Yes  
Carlos Torre, ECCP Board - Yes  
Pat Gregory, ECCP Board - Yes  
Genevive Walker, ECCP Board - Yes

Magaly Cajigas, ECCP Board - No  
William Heins, ECCP Board - No  
Sharon Oster, ECCP Board - No  
Bill Bouton, Legal Resources - No  
Lystra Richardson, ECCP Board - Yes

Megan Tokarski - AF Network Support - Yes  
John Furniss - AF Network Support - Yes

**II. Open Session For Public Comment**

No public comment.

**III. Reports**

**A. Finance Report**

Ms. Saverin led a discussion of the Financial Report. Enrollment is on track and will be finalized October 1st. The audit is on going smoothly and Achievement First will follow up to schedule the appropriate meetings.

**B. Teacher Certification (Laurie Bussman)**

Ms. Laurie Bussmann gave a presentation on where Elm City College Prep stands with teacher certification. Despite progress last year, ECCP dipped back to lower levels at the beginning of this year due to new hires.

Unlike last year, AF is implementing consequences at AF Hartford. Consequences attached to the incentives are resulting in more responsiveness. Those consequences are tied to repeated failed tests and failure to improve. Teachers now have to pay for their own tests, but Achievement First is paying for tutoring and books.

The Board discussed ideas of consequences and incentives and the balance between holding onto strong teachers while also reaching 100% certification. The Elm City College Prep charter is up for renewal in 2017 and the Board expressed their concerns that this could be a repeated cycle. Laurie Bussmann responded with the ways in which AF has changed the messaging, the consequences and the alignment from senior leadership to regional superintendents to principals and operations staff that this is a top priority.

### **III. Board Business**

Prior to the votes on the regular board business, Mr. Richard Ferguson proposed the following resolution: RESOLVED, the Elm City College Preparatory Board of Directors hereby commends Elm City College Preparatory Elementary School and its Principal Andrew Poole on its success.

Motion by Laura Saverin

Seconded by Patric Gregory

All in Favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the meeting minutes from 5/20/15, 7/1/2015, 8/13/15 and 9/4/2015.

Moved by Laura Saverin

Seconded by Marnie Halsey

Carlos Torre and Lystra Richardson abstained

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby approves the financial report as presented.

Moved by Pat Sweet

Seconded by Carlos Torre

All in favor

RESOLVED, the Elm City College Preparatory Board of Directors hereby accepts the Family Handbook as drafted.

The Board decided not to vote on this resolution at this time and instead table it until the final draft is complete.

RESOLVED, the Elm City College Preparatory Board of Directors hereby accepts the 2015-2016 School Wellness Policy as drafted.

Moved by Genevive Walker

Seconded by Laura Saverin

All in Favor

### **IV. Board Discussion**

**SBAC Test Results:**

Mr. Ferguson led a discussion of the most recent Connecticut test results, including upcoming changes to testing procedures in 11th grade. Members of the Board expressed interest in seeing the data disaggregated with backfill/community students being broken out from students who have been enrolled at Achievement First for years.

**School Visit**

Mr. Ferguson proposed organizing a school visit in a few weeks and stressed the importance of Visitor Days in advocacy work and elected official engagement.

**Recruitment of New Board Members**

Mr. Ferguson led a discussion on new Board Member recruitment. There are several open seats on the Board, and Mr. Ferguson stressed that Board members should feel empowered to recruit others who may be interested, especially those from New Haven and who represent our scholars.

**Adjourn**

The meeting was adjourned at 6:55 pm by Richard Ferguson.

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- Draft Minutes -

**Joint Session of the Boards of Directors of  
Amistad Academy & Elm City College Preparatory  
Boards of Directors Meeting  
September 16, 5:30 – 7:00 pm  
403 James Street, New Haven**

**I. Call to Order & Attendance**

The meeting was called to order at 7:12 pm by Mr. Richard Ferguson.

The following board members and Achievement First Staff were in attendance:

Carolyn Greenspan, AA Board - Yes  
Pat Sweet, AA Board - Yes  
Genevive Walker, ECCP Board - Yes  
Richard Ferguson, ECCP Board - Yes  
Marnie Halsey, ECCP Board - Yes  
Katrín Czinger, AA Board - Yes  
Carlos Torre, ECCP Board - Yes  
Lorraine Gibbons, AA Board - Yes

Howard Hill, AA Board - No  
Michael Griffin, AA Board - No  
Patricia Pierce, ECCP Board - No  
Laura Saverin, ECCP Board - No  
Dorsey Kendrick, AA Board - No  
Andrew Lachman, AA Board - No  
Daisy Gonzales, AA Board - No  
Magaly Cajigas, ECCP Board - No

Kaitlyn Stasik, ECCP Board - Yes  
Patric Gregory, ECCP Board - Yes  
Caroline Williams, AA Board - Yes  
Jane Levin, AA Board - Yes

William Heins, ECCP Board - No  
Sharon Oster, ECCP Board - No  
Lystra Richardson, ECCP Board - No  
Sarah Blanton, AF Network Support - Yes  
Megan Tokarski, AF Network Support - Yes  
D. Scot Kerr, AF Network Support - Yes

## **II. Reports**

### **A. Joint High School Update**

Ms. Caroline Williams gave a report from the Joint High School Committee. She detailed Principal Claire Polcrack's three main points of emphasis - Reading, Joy and Community.

They have added an additional four stops to the Bridgeport late bus, allowing more students to stay after for additional help or work.

The biggest challenge right now is teacher retention - two teachers have quit abruptly within the first few weeks/days of school. Ms. Polcrack and members of the leadership team are working on different strategies to prevent such occurrences from happening again.

### **B. Governance Committee (Marnie Halsey)**

In June 2015, the Governance Committee created a sub-committee to review the bylaws. The sub-committee has been reviewing bylaws since then, and proposed changes to the bylaws will hopefully be distributed before the next Board Meeting.

In addition, the Roles and Responsibility document will be discussed at the next meeting. Ms. Halsey instructed all Board Members to read and review the document before the next Board Meeting. Board members will also be required to attend a (re-)orientation session in October and submit to a background check pursuant to new state of Connecticut regulations.

Mr. Scot Kerr explained a number of changes in relation to compliance with authorizers. In particular, the Board is now required to attend a training session before the renewal in 2017, submit to a background check, and sign a new conflict of interest agreement with a new anti-nepotism clause.

### **Adjourn**

The meeting was adjourned at 7:44pm by Mr. Richard Ferguson.