

Academy of Urban Learning (AUL)
DECEMBER BOARD MEETING MINUTES
Tuesday, December 3, 2013, 4:30 p.m.
@ Academy of Urban Learning

PRESENT FOR THE BOARD: Sabrina D'Agosta, Gary Sanford, Lori Powell, Michaela Turner, Christine Sneller, Gina Nocera, Fred Glick, Katie Symons, Diane Deeter, Priya Burkett

ABSENT: Stephan Pfeifer

PRESENT FOR THE SCHOOL: David Brown, Dr. Hal Goldberg

GUEST: Lorii Rabinowitz

I. Call to Order, Reading of the Mission (4:37 p.m.)

Lori read the mission

"The mission of the Academy of Urban Learning is to empower young people to become self-sufficient adults by providing a rigorous and individualized high school diploma program to youth who need extensive wrap-around services to succeed academically and socially."

II. Approval of Past Minutes

Christine made motion, Katie seconded. October minutes approved.

III. Acknowledgements

Board members reported on successful POL.

Katie acknowledged David's and staff work on the website.

Gina acknowledged Sabrina, Brian and Michaela for developing open house invitation.

Sabrina acknowledged fundraising committee for open house planning efforts.

Sabrina introduced Lorii Rabinowitz from Rebound Solutions who will assist with Board development and team building. Sabrina mentioned that Lorii's services will focus on Board development and then look to work with staff in spring on strategic planning activities. Lorii provided a brief overview of the consultation process: initial board interviews, summarize interviews, facilitate board development and team building.

VI. Principal's report and dashboard

Fred asked about data for dashboard data on student enrollment numbers and if DPS will revisit later in school year. Sabrina mentioned that DPS will conduct an audit next year on enrollment numbers.

Fred asked about drop of student enrollment since beginning of school year. David reported 18 students are currently incarcerated. Christine asked if there could be increased wrap around services to assist with student incarceration. David mentioned that students enrolling at AUL with justice system involvement are at increased risk for incarceration. Gary mentioned that the School Performance committee will explore the issue further.

Fred asked that we spend time in the future discussing school retention issues. Priya suggested that we look at other charter schools regarding student retention. Sabrina will schedule further discussion at the February 2014 Board meeting. David mentioned that staff works with students who are struggling with attendance to prevent dropping out. Fred asked if AUL plans on losing a certain percent of students to dropping out before end of school year. Discussion regarding students pursuing GED who don't complete – are considered as a withdrawal.

Fred asked about incomplete data for November. Sabrina mentioned some inconsistencies in number of students who have graduated over the years. David will explore further.

David reported that he received handbook revisions yesterday from MSEC. Lori mentioned that more complete update at the next Board meeting. David has received a copy with recommended edits.

V. Committee reports

Development/Fundraising committee: Gina mentioned that committee is seeking a caterer for AUL open house. Gina said they are planning on approximately 75 attendees. Christine provided feedback on the invitation, the hyper link was difficult to see with colored background. Sabrina asked for any suggestions regarding restaurants to donate. Gina mentioned that a job position description for grant writer has been developed. David prefers a part-time position versus consultant.

Fred asked if we are on target for budgeted grant amounts. Primary focus has been on 100 in 100 Days initiative and Open House. Gina said we will pursue those who have funded AUL in the past. Once the grant writer is hired then AUL can become more strategic in approaching foundations. Board discussed current budget for grant writer position and 2012-13 school year costs.

Gina asked Board members to request personal contacts to donate to AUL during Colorado Gives Day – December 10th. Michaela will send information to Board members regarding Colorado Gives Day. Lori asked if Board members have a level of giving – Gina asked Board members to give at level each can afford. Sabrina requested that each Board member make a financial contribution to AUL.

Finance and Audit committee: Sabrina asked if there were any questions regarding financial report. Fred asked about the request for \$26,500 – new van, 20 laptops, purchase locking laptop cart. David discussed the requests – need van for various transportation needs, more computers with security.

Fred asked about inconsistencies with request versus approved budget. Christine mentioned that some adjustments were made but Stephen would be best to answer questions. Sabrina wants to make sure the Rebound Solutions costs are covered in budget. Sabrina will ask Stephen for a summary of budget changes when requesting Board approval.

Sabrina asked if there is a technology plan (replacing old computers, upgrading software) and if we are asking for donors to assist (Donors Choose). Sabrina asked how current laptops are being used. David explained students need access to laptops for projects, limit mobility of laptops, it will also assist students with TCAP and ACT tests that will be computer-based. Michaela asked about wireless access – David mentioned that they restrict student access to music streaming.

Katie asked for more clarity from Stephen before approving entire request. Katie would also like to see if Donors Choose or fundraising might contribute.

Sabrina suggested a line item for technology in annual budgets to avoid mid-budget cycle requests.

David asked for approval of purchase of van. Fred made motion that Board approves David purchase van not to exceed \$15,000 – seconded by Katie. Motion approved.

Governance committee: No action items. Katie will present board evaluation at January meeting. Stephen is working on board handbook and revisions to policies and procedures. Fred is working on by-laws.

Human Resources committee: Included link to annual calendar. David's performance review is scheduled for December 2013. Sabrina mentioned that there are different time frames. Sabrina asked the coach to provide a report to the Board. Sabrina will review by-laws to ensure who should conduct performance review – Board President or Executive Committee or HR committee. Sabrina will coordinate with HR committee meeting with Executive Committee to discuss David's review.

School Accountability committee: Diane reported that meeting was successful. Committee will appoint future members.

School Performance committee: Gary reported on committee recommendation of establishing a Basic Needs/Scholarship Fund. Christine suggested establishing a fund that earns interest. Sabrina suggested

asking foundations to match. Committee received Board support for scholarship fund idea.

Strategic Planning report: Fred reported we don't have due date for mission, vision and values but will plan on completing by spring. Committee goals, Board calendar are complete. Sabrina suggested, and it was agreed, moving Board lunch and class visit from November 7th to March 10th. Need to add by-laws, policy and handbook into Google Drive.

VII. Upcoming Meetings and Dates

- Holiday Open House: December 12, 2013 from 5:00 p.m. – 7:00 p.m.
- Next Board meeting: January 28th from 4:30 – 6:30 p.m.

VIII. Adjournment: Meeting adjourned at 6:37 p.m.