

NBFA School Board Meeting Minutes
May 19, 2015

Attendance: Richard Bentley, Lisa Callahan, Claire Foerster, Mary Humphries, David Hunter, Christine King, Kevin Knight, Paul Myerson, David Schlakman (Board President) and Shari Ginyard (Recording Secretary)

Staff: Ronelle P. Swagerty (CEO), Edward Del Signore, Jumi Nathan, Tom Lupinski and Julie Singer

The meeting was called to order at 4:27 pm by David Schlakman, President of the Board.

There was a public comment from Azariah Stovall giving thanks to R. Bentley for mentoring her.

CEO Report: Ronelle P. Swagerty, CEO

1. ***NBFA charter renewal update***

Mrs. Swagerty informed that The State Department of Education renewed NBFA's charter for 3 years instead of 5. The decision came as a result of our 2013-2014 suspension rates. Absenteeism and lack of ELL (English Language Learners) played a part in our shorter charter length.

2. ***Instructional***

- a. **SBAC:** The group was informed that students seemed more comfortable with taking the computerized test as teachers are teaching more authentically and are using assessment data to adapt instruction as needed.
- b. **Evaluations/Support:** Ronelle informed that NBFA teachers have all received their final observations using the state SEED model that was approved by the Board last year.
- c. **Data Dashboard:** Mrs. Swagerty and Julie Singer presented the dashboard
 - i. David Hunter suggested labeling the graphs for more clarity. He also asked about the outliers in suspension and what the correction plan is. Mrs. Swagerty informed that we will conduct home visits and offer mentoring as well as continue to build partnerships with entities like the Juvenile Review Board.
 - ii. Kevin Knight mentioned summer school to address the academic piece for the students who have high suspension rates.
 - iii. Christine King stated a different type of summer school that addressed varied learning styles would be beneficial. Discussion Ensued.

3. ***2015-2016 Plans***

- a. **Seat Growth:** Mrs. Swagerty informed NBFA received 510 applications, with the highest demand in Pre-K and K. We were able to accept 54 students in total between both grades.

- b. **Staffing:** The group was informed by Mrs. Swagerty that there were 6 non-renewals for 2015-2016. The staff and schedules were streamlined due to data findings. As a result, we will off electives via enrichment consultants to grades 7 and 8.
 - i. David Hunter suggested starting electives in the younger grades.
 - ii. Christine K. suggested more diversity in the electives (cooking, etc.), conversation ensued.
- c. **Draft Calendar:** Mrs. Swagerty stated, in lieu of summer boost academy we are hoping to engage Pre-K through 3 and specials teachers in intensive SEL training. This training will be facilitated by our colleagues from Harvard by way of the Tauck Foundation.
 - i. Paul M. suggested all new teachers receive the SEL training as well. Conversation ensued.

Finance Operation Report: Tom Lupinski, Operations Manager

1. **Results:** Tom reported Net Income before unbudgeted Construction Grant Revenue equaled \$560K, \$73K below budget. Net Income equaled \$899K, \$265K better than budget. Cash Flow, including Pre-K construction, equaled (\$141K)
2. **Facilities Update:** He informed the group that the Pre-K construction project has been completed. Payments totaling \$1.585M have been made, leaving a balance of \$10K to be paid.
3. **Draft 2015-2016 annual budget:** Tom shared the draft of the 2015-2016 annual budget. Conversation ensued.

Development Report: Quentin Ball, Development Director (Mrs. Swagerty spoke in her absence)

1. **Results for 10 month ending 4/30/15:** It was reported that Development exceeded LY Goal.
2. **Events:**
 - a. Feasibility Study Workshop will be May 21. Quentin will lead the efforts on planning NBFA growth.
 - b. 8th grade graduation will be held on June 18, 2015 at Bijou Theatre in Bridgeport, Ct.

Governance Report: David Schlakman, Board President

1. The group discussed improving orientation of new board members.
2. The need for Board self-evaluations using tools like Board Source and McKenzie.
3. Pending self-assessment results, the board may bring in a consultant.
4. David Hunter made a request for more in depth meeting minutes and for all official Board meetings to be held in a central location.
5. David Schlakman requested that members of the Board honor the meeting schedule for 2015-2016 since there will be less meetings throughout the year.
6. Ronelle stated that next years' meetings are scheduled around approvals for 2015-2016.
7. Christine asked that we digitize the summer work and track sheets.

Action Items:

1. **2015-2016 Draft Calendar:**
Approved. Paul M. 1st, David H. 2nd, Unanimous
2. **2015 Educator Evaluation and Support Plan with flexibilities:**
Approved. David H. 1st, Kevin K. 2nd, Unanimous
3. **2015-2016 Budget:**
Approved with suggested changes. Richard B. 1st, David H. 2nd Unanimous
4. **Appointment of Auditor:**
Approved. David H. 1st, Claire F. 2nd Unanimous
5. **NBFA's Emergency Plan:**
*Tabled for Board Review
6. **March 17, 2015 Minutes:**
Approved. David H. 1st, Mary H. 2nd Unanimous

Meeting was adjourned at 6:02 pm by David Schlakman.

Respectfully Submitted,

Shari Ginyard