

**Meeting Minutes**  
**Meeting of the Board of Directors – Envision Education**  
**Thursday, April 13, 2017**  
**Envision Education Support Office**  
**111 Myrtle Street #203**  
**Oakland, CA 94607**

**I. Closed Session: Conference with Labor Negotiator (G.C. 54957.6)**

**Personnel (G.C. 54957)**

- Report Out from Closed Session
  - None

**II. Preliminary**

1. Call to Order

- Board Chair Parker Blackman called the meeting to order at 5:00pm.

2. Roll Call

- Attendees: Matt Armanino, Keysha Bailey, Parker Blackman, Kathi Burke, Dea-Anne D’Amico, Mark Daoust, Gay Hoagland, Phil Johnston, Michael J. Mendes, Gia Truong, Mark Yowe
- Absent: Bob Lenz, Kristi Kimball, Marjorie Goux

- Phone: None

3. Adopt the Agenda

- Motion: Dea-Anne D’Amico
- Second: Kathi Burke
- Approved by voice vote: 11 Yes 0 No 0 Abstain

**III. Public Comments and Announcements:** Parker welcomed visitors to the Envision Board of Directors Meeting and opened up for public comments.

- Denise, teacher from Impact Academy, read a letter from a colleague who wrote that decision making in the grievance process, class size, and compensation are important to her.
- Allison, teacher from CAT, read a few letters from her colleagues. Teachers love working here and love Envision. The letters spoke about the need for small class size and higher compensation.
- Brandy, teacher from CAT, read a few more letters from CAT teachers stressing the importance of teacher sustainability, class size, compensation, and employment status.
- Alvin, teacher from Impact Academy and vice president of Envision United, spoke about his hope for a contract that will satisfy everyone’s needs.

**IV. Comments** – Parker thanked the teachers for their public comments. Gia (CEO) shared presentation that she shared at “All Envision Day” with all staff about Envision’s core values:

- Learning
- Team
- Persistence
- Humility
- High Expectations

Envision is finalizing these core values and would welcome the board’s input.

**V. Consent Agenda**

- Ratification of Board Meeting Minutes: January 19, 2017
- Ratification of Form 990s
- Approval of Updated Suspension and Expulsion Policy and Procedure
  - Motion: Gay Hoagland
  - Second: Parker Backman
  - Approved by voice vote: 11 Yes 0 No 0 Abstain

**VI. Working Groups’ Updates**

1. Talent

- Action on the staff satisfaction survey. Moving from “intention to action” is our mantra.
- Focusing on sustainability of workload and working with teachers to define what that looks like
- Teacher turnover has decreased from 35% in 2015-16 to 23% 2016-17
- Creating a pipeline from our students all the way to our teachers to strengthen retention and also increase diversity. The vision is that 25% of our teachers will be former students.
- Envision schools are much closer to being fully staffed than they were at this time last year.

2. Development

- Sarah: Progress towards 2016-17, met our budget and exceeded on Foundations
- Opportunity is around individual donors.
- Goal is to strengthen fan and funds base and 100% board and Management team giving
- Sarah introduces the idea of “The Envision 50” and discussed what types of folks would be involved in this vision
- At evening with Envision 2/3 of what we raised came from EIGHT people

3. Finance and Operations

- We are tracking very well on our budget with a positive variance
- Cash flow net assets at highest point
- Balance sheet 3.5million in net assets

- We haven't used our line of credit. Important as we take on more debt with the middle school.
- Work on next year's budget, no additional funding expecting from the State the middle school income should balance that out
- New expenses are debts for middle school facilities and Implementing 1:1 computers
- Looking to lower expenses example looking into subleasing part of the support office
- Less lawyer fees when union negotiations are over.
- Current offer to Envision United is in the FY2018 proposed budget.
- Middle School construction is on target to open exactly on time.
- Terry detailed the Phase 2 Middle School budget and where it would be used
- We have a verbal agreement from HUSD to amend our lease to close our loan; we are working on getting a written one.
- Check list is complete except for lease amendment from HUSD
- Terry detailed Prop 51 funding: rehabbing district buildings
- Approval of Application for Prop 51 funding application
  - Motion: Phil Johnston
  - Second: Mark Yowe
  - Approved by voice vote: 11 Yes 0 No 0 Abstain

#### 4.ELP

- Gia introduces Justin Wells, he is doing two jobs, thank you!
- Justin and the ELP team felt confident that they could continue strongly despite Ben's absence. Ben and Justin worked very closely on the long-term plans. Ben did a great job in having the entire ELP staff work as a team to develop the long-term plans. We are grateful for the systems he put in place.
- Justin detailed ELP's partnership at Bryan Adams, 2000-student high school in Dallas with 500 kids in the 10<sup>th</sup> grade defending their learning this month
- What is our end game? Vision: Portfolio Defense becomes the "new normal" in K-12. Every student in America deserves this.
- Ambitions: 1 million students impacted in 5 years and in 10 years, portfolio defense of learning is an essential measurement of college readiness
- Strategies:
  - Establish proof points and publicize them. We need a range of different type of proof points so all can see themselves in our work
  - Seed and nurture performance assessment leadership networks around the country: Deeper Learning Leadership Forum.
  - Scale thorough strategic partnerships: Other organizations that have a larger footprint but need the assessment expertise that ELP already has.
- Enlarge and expand strategic partnerships.

- Near term priorities: have successful Defense Design Studios, Close 17-18 Fee-for-Service contracts, and prepare the ELP team for 17-18
- Justin detailed the ELP budget for FY 2017 and FY2018. Projected more in grants than fee for service as it has been in the past
- New coach has been hired: Alcine Mumby starts June 1st
- Justin detailed the current best thinking on staffing into the next 6-12 months and asked the board for input
- Daoust: Biggest thing we are struggling with is the skills missing with Ben's leaving; we need to build a sales and marketing structure.
- Gay: how are we marketing? Justin: word of mouth and presence at conferences; we are known in the field and trusted as people who have been at this a long time, visibility and reputation
- Gia: In next 6-12 months, we see a huge uptick on marketing. We received a grant from the Hewlett Foundation to work with Spitfire on our website and promotional materials. We also received at NGLC Gates grant to build a tool to assess how our defense impacts students' academic identity and agency. This is helpful as we scale ELP.

## **VII. Governance**

1. Update of Board terms and Board Recruits: Bob Lenz and Gay Hoagland are staying on the board for another term and three directors are leaving. Matt and Michael are finishing their first term and Krisiti Kimball cannot complete her final year.
  - Approval of re-election of Bob Lenz and Gay Hoagland starting July 1, 2017 for a 3-year term
    - Motion: Matt Armanino
    - Second: Parker Blackman
    - Approved by roll call vote: 11 Yes 0 No 0 Abstain
2. Matt gave a synopsis of Larry Hancock and why he should be on the Envision board. Gia met him and also gave an assessment of him. Kathi highlighted that he has a commitment to the mission. Larry visited Impact Academy and has met with several board members.
  - Approval of Larry Hancock as a new board member starting July 1, 2017 for a 3-year term
    - Motion: Parker Blackman
    - Second: Keysha Bailey
    - Approved by roll call vote: 11 Yes 0 No 0 Abstain
3. Approval of Executive Committee starting July 1, 2017 for 2-year term: Kathi Burke as board chair, Mark Daoust as vice chair, and Mark Yowe as secretary/treasurer
  - Motion: Dea Anne DiAmico
  - Second: Gay Hoagland

- Approved by roll call vote: 8 Yes 0 No 3 Abstains
- 4. Kathi reminded the board that we will start one-on-one conversations with board members and to watch your emails from Gia or Kathi.
  - Approve Statement of Responsibilities of EE Board of Directors
    - Motion: Kathi Burke
    - Second: Mark Daoust
    - Approved by roll call vote: 11 Yes 0 No 0 Abstain

#### **VIII. Deep Dive - Schools**

- Jamie led the board through an exercise using a real example of a proposed project to demonstrate that Envision's rigorous rubrics can restrain the variety of projects used by our teachers and a need to revise/adapt our Portfolio Defense to increase student agency and decrease teacher workload.

#### **X: Adjournment**

- Meeting was adjourned at 7:45pm