

Meeting Minutes
Meeting of the Board of Directors – Envision Education
Thursday, June 7, 2018
Envision Education Support Office
111 Myrtle Street #203
Oakland, CA 94607

I. Closed Session: Personnel (G.C., 54957) CEO / Board Evaluation

- Report Out from Closed Session
 - None

II. Preliminary

1. Call to Order

- Board Chair Kathi Burke called the meeting to order at 4:40pm.

2. Roll Call

- Attendees: Keysha Bailey, Parker Blackman, Kathi Burke, Mark Daoust, Marjorie M. Goux, Larry Hancock, Gay Hoagland, Akil Hollis, Phil Johnston, Bob Lenz, Susan Portugal, Gia Truong, Mark Yowe
- Absent: Dea-Anne D'Amico
- On Phone: None
- Others Present: Abby Benedetto, Sarah Chostner, Terry Cumes, Suzanne Malek, Laura Robell, Rob Vassel, Rob Schwartz, Tara Thomas, Sele Nadel-Hayes, Denise (ELP client)

3. Adopt the Agenda

- Motion: Susan Portugal
- Second: Keysha Bailey
- Approved by voice vote: 13 Yes 0 No

III. Consent Agenda

Approval of Board Meeting Minutes: April 12, 2018

Ratification of form 990s

Ratification of form 199s

Approval of revision to Envision Education's Enrollment Policy

- Motion: Marjorie Goux
- Second: Susan Portugal
- Approved by voice vote: 13 Yes 0 No

IV. Governance

Approval of new Board Members: Ash Solar, Rob Vassel and Tara Thomas

- Motion: Kathi Burke
- Second: Phil Johnston
- Approved by voice vote: 13 Yes 0 No

V. Schools Update

- Marjorie gave an overview of highlights in our schools: Professional learning experiences for teachers, hiring founding principal for EA Middle, results and plans for responding to staff satisfaction survey. Our four-year college acceptance rate this year took a slight dip from last year.
- Laura invited questions from the board about the highlights.
 - Akil asked for more information about the teacher retention successes. Laura shared that although we cannot pinpoint one factor, many of our leaders have reflected that our equity work has led us to do a lot more listening, and people feel more seen and heard.
 - Mark D. asked about college acceptance rates and college persistence rates. Gia reported that there is a dip in each school and we need to do more investigation about why that happened. Gia said we need to collect the data. Bob noted that even the lower percentage this year (71% accepted to a 4-year college) for students furthest from opportunity is higher than the national average.
 - Bob asked about declining enrollment at CAT. Sarah explained the reasons for the low enrollment trend over the previous years (KIPP opening a HS, SFUSD not allowing us to recruit in district middle schools). She outlined the CAT Enrollment Leadership Team work to analyze trends and plan to strengthen enrollment efforts going forward.
- Laura invited questions from the Board and the public about the LCAP. Kathi commented on the highlights of the schools data being very interesting.
- Sarah shared a presentation on the due diligence we've conducted about EA Middle Grades. The board asked detailed questions about facilities, political environment, and enrollment.

Approval 2018-19 Local Control and Accountability Plans (LCAP) for City Arts and Tech, Impact Academy and Envision Academy

- Motion: Bob Lenz
- Second: Parker Blackman
- Approved by voice vote: 13 Yes 0 No

Approval Resolution of Material Revision of the Charter of Envision Academy of Arts and Technology

- Motion: Phil Johnston
- Second: Marjorie Goux
- Approved by voice vote: 13 Yes 0 No

Approval of Projected FY2019 and FY2020 Budget for the Charter of Envision Academy of Arts and Technology

- Motion: Parker Blackman
- Second: Larry Hancock
- Approved by voice vote: 13 Yes 0 No

VI. Talent

- Sarah Chostner reviewed highlights from the staff satisfaction survey, an update on the non-teacher compensation project, and Envision's intent to build a teacher residency program. Bob asked about how the teacher residency program would work.
- Kathi introduced the Executive Compensation report, which included data gathered on market comparables for all C-level roles from Guidestar, Charter School Growth Fund, large and small local CMOs, and local districts. Gia gave a summary of the reasons for recommending increased compensation for Sarah (Chief People Officer) and Laura (Chief Schools Officer) to \$140,000 each: adjusting to market rates, high performance, and internal equity.
- Kathi gave a summary of the reasons for recommending increased compensation for Gia to \$219,000: adjusting to market rates, alignment with the Board's compensation philosophy, internal equity, and high performance. Gia recommended no increase to her salary, the board disagreed, and they came to a middle ground.
- Kathi noted that the Senior Leadership Team (SLT) has recommended that the Board adopt starting salary bands for all SLT positions. Since the Board adopted an Executive Compensation Philosophy and Process in November 2017 to ensure transparency, which takes into account responsibilities, experience, market rates, and Envision's financial condition, the Board will take the recommendation for bands under advisement but not adopt them at this time.

Approve Executive Compensation for Sarah Chostner, Laura Robell and Gia Truong

- Motion: Kathi Burke
- Second: Akil Hollis
- Approved by voice vote: 12 Yes 0 No 1 Abst

VII. Finance Update

- Terry Cumes gave the finance update including an overview of the Governor's budget, highlights of Envision's financial position in terms of cash flow and balance sheet, 2018 Q4 reforecast showing additional revenue and expenses yielding a \$1.4M positive variance.
- Terry gave the 2019 budget overview including increase of revenues and increase of expenses with a modest surplus of \$435K and advised that it's unlikely to see such a large variance because of fewer variables in play than current year.
- Mark D. noted that ELP revenue is only included in the budget if it's very certain. Terry added that there is a probability calculation.
- Rob V. asked what the risks are to the budget. Terry said that enrollment is the biggest risk and noted CAT's current projection is a negative surplus (loss). Gia

noted the importance of getting to 2400 students across the network to limit risks to our financial position that could be caused by enrollment fluctuation in one school. Parker noted that it might be worth it to look at what investments might impact enrollment. Gia reported some of the learnings from the CAT's parent, student, and staff listening circles.

- Rob asked whether the line items for investments in enrollment could be shown in the budget so the board could track it.

Approval of FY2019 budget

- Motion: Parker Blackman
- Second: Marjorie Goux
- Approved by voice vote: 13 Yes 0 No

VIII. Deep Dive Graduate Profile

- Gia introduced Abby Benedetto and Suzanne Malek, ELP Deeper Learning Coaches, to facilitate a deep dive on our Graduate Profile.
- Abby and Suzanne guided a discussion about: "Who are Envision Graduates? What should they know and be able to do?" The Board discussed which skills they use every day in order to move through their lives: communication, facilitation, listening, cultural competency, critical thinking, strategic questioning, problem solving.
- The Board watched a video montage of Portfolio Defense clips and discussed what they saw in it: presentation skills, problem solving and pattern recognition, reflection, learning orientation, prioritization.
- Suzanne introduced Envision's Graduate Profile, and the Board shared Wonders: Where is collaborative learning and teamwork? Is there enough on STEM, especially in the Bay Area? Where do life skills and planning/follow-through enter? Do we define rigor in terms of the quality of the analysis/inquiry/etc. and not just the mastery of the content knowledge?
- Abby shared that as Envision has evolved, different people would define our Graduate Profile differently. How can we accelerate the change in our schools to ensure our Graduate Profile meets ELP's quality criteria? How do we nourish innovation in order to make critical and strategic shifts in our organization?
- Akil and Marjorie asked clarifying questions about how we will test if our hypotheses are the right skills. Phil commented that there are overlapping skills in the real world. Bob asked if the desired outcome is a revised Graduate Profile. Rob asked if we're trying to solve for vision clarity, or change management.
- The Board answered the guiding question with ideas such as: focus the work, make it simple, develop design principles, be clear on the purpose.

Finally, the Board reflected on the structure of the meeting and gave feedback to the Senior Leadership Team on their presentations.

IX: Adjournment

- Meeting was adjourned at 7:39pm