

Meeting Minutes
Meeting of the Board of Directors – Envision Education
Thursday, September 6, 2018
Envision Education Support Office
111 Myrtle Street #203
Oakland, CA 94607

I. Preliminary

1. Call to Order

- Board Chair Kathi Burke called the meeting to order at 4:00pm.

2. Roll Call

- Attendees: Keysha Bailey, Parker Blackman, Kathi Burke, Mark Daoust, Marjorie Goux, Gay Hoagland, Phil Johnston, Tara Thomas, Gia Truong, Rob Vassel
- On Phone: Ash Solar
- Absent: Larry Hancock, Akil Hollis, Bob Lenz, Susan Portugal, Mark Yowe

3. Adopt the Agenda

Adopt the agenda with an amendment from Kathi Burke to remove the Expulsion and Suspension Policy from the consent agenda for revision and discussion later in the meeting.

- Motion: Gay Hoagland
- Second: Keysha Bailey
- Approved by voice vote: 10 Yes 0 No

II. Chair and CEO Comments

Gia introduce Aragon Burlingham ELP Director of Partnerships and Sandie Stringfellow from ACOE's Charter School Office. Kathi spoke on board engagement and handed out a schedule and encouraged the board members to visit a school. Kathi handed out a spreadsheet detailing the board working groups and committees and discussed the framework of goals these groups will use. Gia highlighted the organizational goals and cross-functional priorities: Math, Portfolio Defense, and Diversity, Equity, and Inclusion / Talent.

III. Public Comments and Announcements: None**IV. Consent Agenda**

Ratification of Executive Committee Meeting Minutes: July 25, 2018

Approve Revisions to Envision Schools' Student Enrollment Policies and Procedures

Approve Board Resolution and FY2018 Education Protection Account (EPA) Expenditures

Approve Board Resolution concerning FY2018 Maintenance of Effort Calculation

Confirm receipt of Report to the Envision Education Board of Directors Regarding Fingerprinting and Background Clearance Compliance 2018-19

- Motion: Marjorie Goux
- Second: Gay Hoagland
- Approved by voice vote: 11 Yes 0 No

V. Approve Updated Suspension and Expulsion Policy and Procedure

Kathi noted an inconsistency in language when the board is mentioned in the document. The final language reads “the board or appointed subset of the board” in all places where the board is mentioned.

- Motion: Parker Blackman
- Second: Gay Hoagland
- Approved by voice vote: 11 Yes 0 No

VI. Governance Update

Phil Johnston gave a brief introduction of Tara’s qualifications for Audit chair and thanked her for stepping into the role as a new board member. Phil reminded everyone that experienced board members Marjorie Goux and Bob Lenz will also be on the audit committee.

Approve Audit Committee: Tara Thomas (chair), Marjorie Goux, and Bob Lenz

- Motion: Gay Hoagland
- Second: Parker Blackman
- Approved by voice vote: 11 Yes 0 No

Re-elect directors Mark Daoust and Mark Yowe to second 3-year term

- Motion: Kathi Burke
- Second: Rob Vassel
- Approved by voice vote: 11 Yes 0 No

Approve retention bonus for Gia Truong (CEO) and Justin Wells (ELP E.D.) aligned to compensation plan for non-union staff. Phil explained that this was normal compensation that all staff received but because Gia and Justin are senior leadership, this must be approved by the board.

- Motion: Gay Hoagland
- Second: Kathi Burke
- Approved by voice vote: 11 Yes 0 No

VI. ELP Update: Mark Daoust gave a brief introduction of Aragon Burlingham, ELP Director of Partnerships Aragon shared his background and gave a synopsis of his insights derived from his first two months as an Envisioner. Aragon detailed what he’s been working on and his main focus during his first 6 weeks at Envision Learning Partners. Envision Learning Partners is the only technical service provider with its own schools as a model. Aragon discussed his current sales strategy ideas as a primer for discussion among the assembled group. The board discussed partner profiles, portfolio defense and the relationship between Envision teachers and ELP coaches.

VI. Finance: Gia introduced Sele Nadel Hayes new COO and gave a brief history of her past work and qualifications for the role. Sele and the board engaged in a discussion of how revenue and enrollment are tied and how she is actively engaging with the principals for positive outcomes. Sele and the board discussed the reasoning, purpose and use of the reserve and the creation of a reserve policy.

VII: Deep Dive: Schools: Laura shared that all of the Envision Education schools are currently fully staffed and engaged in a brief discussion with the board regarding suspension rates. Laura introduced Jessica Fyles as the Founding Principal of Envision Academy Middle Grades. Laura and Gia reflected on our mixed SBAC scores and the plans this year to improve those scores moving forward.

VIII: EE Board of Directors and Senior Leadership Team stories: A member of the Senior leadership team and a board member both shared a personal story. This will be repeated at all board meetings as an effort to create a board who knows each other well.

IX: Development Update: Sarah introduced Monica Alatorre, Senior Manager of Development and Communications, who will be leading Evening with Envision in Sarah's absence due to maternity leave. Sarah engaged the board in these questions: Who has connections can we leverage? How could we highlight our theme through the Evening with Envision program? What else can we do to get the right people in the room at Evening with Envision? How can we meaningfully engage our donors and the Advisory Board in the fall before the event? The board offered their ideas on how to improve Evening with Envision from the previous year.

X: Talent and Growth Update: Sarah asked the assembled group if they had any questions regarding the talent and growth portions of the board packet. The board had no questions.

XI: EE Board of Directors and Senior Leadership Team stories: A member of the Senior leadership team and a board member both shared a personal story. This will be repeated at all board meetings as an effort to create a board who knows each other well.

XII: Adjournment: Meeting was adjourned at 7:15