

**Meeting Minutes**  
**Meeting of the Envision Education Board of Directors**  
**Thursday, November 18 2021**

*The California Governor's Executive Order Number N-29-20 has suspended some provisions in the Brown Act and allows meetings during the COVID-19 pandemic to occur entirely telephonically.*

**I. Preliminary**

A. Call to Order

- Board Chair Mark Daoust called the meeting to order at 4:03pm

B. Roll Call

- Attendees: Mark Daoust, Akil Hollis, Kaleb Lawson (4:40pm), Bob Lenz, Susan Portugal, Shruti Sehra, Michelle Seijas (4:38pm), Rhonnel Sotelo, Tara Tomas, Gia Truong.
- Not present: Keysha Bailey, Larry Hancock, Robert Vassel
- Others Present: Kathi Burke, Gay Hoagland, Sele Nadel-Hayes, Javier Cabra Walteros, Robert Spencer, Justin Wells (5:00pm), Elizabeth Raji-Greig, Amie Brady, Monica Alatorre (4:40pm), and Miranda Rozas

**II. Public Comments and Announcements:**

- A. There were no public comments.

**III. Action Item**

**A. Approval of Resolution (2021-111) of the Envision Education Board of Directors' Finding of Continued Necessity to Conduct Virtual Meetings to Avoid Imminent Risk to the Healthy and Safety of Attendees**

- Motion: Gia Truong
- Second: Bob Lenz
- Approved by voice vote: Yes 8 No 0

**B. Approval of Resolution (2021-112): Resolution of the Envision Education Board of Directors Relating to Participating in Self-Funding Excess Liability Plan**

- Motion: Rhonnel Sotelo
- Second: Akil Hollis
- Approved by voice vote: Yes 8 No 0

**C. Approval of revised LCAP, LCP Annual Update, and Budget Overview for Parents (BOP)**

- Motion: Tara Tomas
- Second: Shruti Sehra
- Approved by voice vote: Yes 8 No 0

**IV. Governance Action Items**

**A. Approve New Board Members starting January 1, 2022 for a 3-year term : Miyesha Perry**

- Motion: Gia Truong
- Second: Susan Portugal
- Approved by voice vote: Yes 8 No 0

**B. Approve New Board Members starting January 1, 2022 for a 3-year term : Jean Driscoll**

- Motion: Gia Truong
- Second: Mark Dauost
- Approved by voice vote: Yes 8 No 0

**V. Consent Agenda**

- A. Ratification of EE Special Board Meeting Minutes: October 25, 2021
- B. Ratification of Audit Committee's Approval of the FY2021 Final Audit
  - Motion: Susan Portugal
  - Second: Akil Hollis
  - Approved by voice vote: Yes 8 No 0

**VI. Deep Dive: College-Going Data and Goals**

- CEO Gia Truong introduced Amie Brady, Director of College Pathways and Post Secondary Success. Amie gave an overview of the College Going Data and Goals, as well as a brief introduction of her team. She then shared CSU admissions and eligibility data per charter school ( 2022: IA 108 92%, EA 81 seniors, CAT 52 seniors 85%), reassuring Board members that we should see higher percentages at the end of the year. CSU - plan to use a multifactor admission process - evaluate 2.0-2.4 gpa based on low income, first in the family to go to college, or participate in extra programs.
- The Board asked further clarifying questions around the data. Amie then went into the highlights per school, mentioning the multiple extracurriculars each school has provided for college acceptance, aid, and readiness. As well as noting an overall 1-2 finalists per school for Questbridge, a partnership that offers a full ride to participating universities. Amie then spoke about upcoming events for the schools:
  - Pre-admission day
  - Concurrent enrollment - enrollment support
  - Career day
  - Financial literacy
- Amie then shared the Persistence rates - students who enroll in their first year after they've been accepted and stay. Average around 79% (2009-2019) 2-4 persistence rate (82%). Mark asked, has the persistence percentage changed over the timeline? Amie responds that the goal is to get to 90 and above. With our partnerships they will be able to continue and ultimately graduate.
- Amie then had the Board go into breakout rooms to discuss the following questions:
  - For Career services/programming - what is your strategic guidance around career development, essentially what advice can you give us?
  - Specifically, how can you help us guide our career development?
- The Board shared their ideas for career development.
- Amie then opened the discussion for a Q&A. Akil asked about how the matriculation has been lately compared to the data presented with Amie responding that Enrollment has dropped significantly in the past year or so. Kathi asked about quantitative goals, are there specific goals for the different racial groups, i.e 80% of all students, what would be the % for black and brown. Gia responded: 81% of all students, 81% of black students. We want to increase those percentages as well. Gay asked whether there is an alum that the students can connect with as mentors? Amie responded that all students eligible for an opportunity support program are

required to apply so that they are then equipped with the support they need. Amie then ended her presentation and the Board went into a scheduled break.

## VII. Updates

- A. CEO Search** - Honorary Director Kathi Burke spoke about updates with the CEO Search to replace Gia with Edgility. They hope to be able to find a replacement for February 2022. Overall, the process went very well with Edgility and hearing input from all of the parties. There are plans in motion to provide the most effective transition for the next CEO.
- B. Schools** - CAO Javier Cabra primarily focused on discussing the professional learning opportunities for our Principals, VP's, and leaders during this challenging time. Mentioned the importance of being supportive and present for the Envision leaders. Principal priorities are shifting naturally due to things that need immediate responses: Culture and/or challenges with vacancies.
- Javier Cabra then asked the Board "how are we going about supporting our principals in particular so that they are growing in their skill set?" Akil had a brief question for context of where we are having problems with retention. Javier responded by saying that due to these difficult times, education has been experiencing large vacancies. They've noticed the highest level for retention and student achievement is through the principal role and their leadership.
  - Javier's final piece was on the merger, with Liz providing updates. SFUSD approved CAT's material revision to merge with Leadership High School. Liz and Javier then presented the next phase of this work together.
    - Gia, Robert, and Liz have committed to monthly meetings at CAT and leadership so that they consistently stay in tune with what is happening at each school.
    - There have been updates at parent town halls and staff meetings.
- C. Finance** - COO Sele Nadel-Hayes shared important headlines regarding Envision's finances, including a clean FY2021 audit, the income statement for the first quarter of FY2022, the balance sheet, cash projections, and an overview of debt. She shared that for FY2021, the audit report demonstrates Envision's health financial state and clear next steps to remain healthy going forward. Finally, she shared a high level overview of the timeline for FY2023 budget development, including what the board will hear about in each upcoming board meeting.
- Sele then opened the floor for questions. Kathi Burke asked about reserves. Sele responded that now that the audit is finalized, Envision will follow the board's reserves policy and contribute to reserves.
- D. Envision Learning Partners** - Executive Director of ELP Justin Wells gave a fall highlight that an important policy paper was recently released—[Measuring Forward: Emerging Trends in K-12 Assessment Innovation](#)—from a group of organizations that ELP is proud to be a part of. Justin mentioned engaging the Board in the coming half year in thinking about ELP strategic planning in this year of Envision Education leadership transition.
- Justin then opened the floor for words of wisdom that ELP should be thinking about when going forward, both in its upcoming retreat and in its strategic planning process.
  - What is the crisp way to talk about the relationship between ELP and our schools? What else have we not thought about when thinking about our process?

- E. Development** - Gia Truong introduced our Associate Director for Communications, Monica Alatorre. Monica spoke of fundraising ideas and opportunities. Monica asked the Board, “with Gia’s coming transition - what’s your role as a Board member in fundraising and how can that help us reach our goals this year? The goal this year is to raise 2.4 million, how will we get there?”
- Monica then presented strategies:
    - 1. Touchpoint for donors
    - 2. Legacy Fund - Mark spoke about Gia’s incredible impact on Envision. This could be the Board’s opportunity to flex some new muscles and help raise money. This could honor Gia’s work as well as her impact.
      - The ask - for each Board member to ask one or two people (former Board members or special invitees to private Envision events) to make a special donation in Gia’s honor. An opportunity to “get” in addition to “give”.
    - 3. Spring Event - The vision this year will be smaller and simpler, outside and connected with a virtual opportunity of pre-recorded materials.
  - Monica asks the Board for their input. Susan makes a point that the thing that resonates with people the most is their interaction with students.
    - Where will the students be in this?
      - The brown bag lunches could potentially include students.

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

- A. The board moved into closed session at 6:35pm.

**IX. Adjournment:**

- A. Board chair Mark Daoust adjourned the meeting at 6:40pm.