

Advocates for Science & Mathematics Education

Minutes of Board Meeting

August 16, 2018

Present (Advocates): Jennifer Fallon, Jim Schnieders, Cathy Glaser, Mary Zervigon, Joan Coulter, Joseph Caverly, Jeff Clayman, Kathy Parsons, Elizabeth Landry

Present (Foundation): Julie Bourgeois, April Okpo

Absent: Jennifer Oliver-Goodwin Staff: Monique Cola, Claudia Kent, Sarah Grainer

Guests: Robert Morris, Uptown Messenger

Notice of the meeting was posted at the school in accordance with the open meetings law. The meeting of the Board of Directors of the Advocates for Science & Mathematics Education was called to order by the chair, Jennifer Fallon, on Thursday, August 16, 2018 at 4:34 pm.

The prior meeting's minutes were approved.

Report from the Foundation (Julie Bourgeois):

Julie introduced April Okpo, Associate Director of Development. April shared her scope of work and a bit about her background. Julie shared that Booth Bricker Foundation has committed to donating \$50,000 to FSME.

Julie reviewed Fundraising report:

- FSME fundraising goal for the year is to give \$400,000 to the school.
- So far FSME has received/had committed \$67,500.
- FSME has submissions out for \$190,000.
 - Sci High/FSME is a semi-finalist for Harbor Freight award
- Next 6 weeks' submissions ~\$80,000
- Goal for Capital Campaign is one million dollars
- Received/committed so far: \$391,150
 - FSME and Advocates board members are expected to have 100% participation in their campaign contributions and annual support
 - Pledge forms due Sept. 15.
- 2018-2019 FSME Sponsored Events
 - Groundbreaking Ceremony
 - OPSB planning groundbreaking at the new building site with help of Bright

Moments

○ Fund & Friendraising event

- Small group events focused on school priorities, inviting industry professionals and other stakeholders relevant to the Sci High mission
- Annual Report to be released the week after Thanksgiving.

The Foundation Report was received by the Board.

Financial Report: (Claudia Kent)

- Balance Sheet – As of 7/31/18, Cash balance was \$1,692,302. There is a net liability of \$50,805 due to Celerity.
- Accounts Receivable – As of 7/31/18, \$267,615 in Account Receivables; 8.5% older than 91 days.
- Budget vs. Actuals – As the board is reviewing the FY19 budget, a report will be included at the September 2018 board meeting.
- Financial Dashboard – Register balance at the end of July 2018 was \$1,676,703. Book cash balance as of 7/31/18, which includes current AR and AP, is \$1,794,370 representing approx. 3.88 months of cash on hand.

Jim Schneiders introduced the proposed FY19 budget and he and Claudia reviewed it.

- The proposed budget of \$6,240,712 reflects a deficit of \$29,855. This deficit is a result of the necessity of adding extra busses at the last minute as well as conservative estimates on MFP and student enrollment. It is anticipated that both MFP revenue and student enrollment will be higher than budgeted at the present time.
- Claudia shared that the process of creating the budget was more collaborative this year than ever before, explaining that department chairs participated actively in creating department budgets.
- MFP in the budget is based on current enrollment.
- Claudia pointed out that the Title I Funding allocated to us has increased, based on % of Economically Disadvantaged students.
- Dr. Cola and Claudia introduced the idea of grade level budgets, similar to the budget seniors pay for graduation but to a lesser extent. Families would invest in some items such as class t-shirts.
- Dr. Brown (VP of Academic Affairs) shared that NSNO funding is going toward professional development for math teachers utilizing standards-aligned, rigorous instructional practices.

Schneiders asked for motion to approve the draft of the budget. Mary made motion, Jim seconded. Budget approved.

The Finance Report was received by the Board.

School Director's Report: (Dr. Monique Cola) Dr. Cola started by sharing her high-level goals for the year:

1. Enhance student achievement.
2. Collaborate with staff.

3. Identify strengths and areas of growth.
4. Collaboratively develop clear vision for continuous improvement.
5. Identify strengths and areas for growth in curriculum and instruction to provide targeted professional development.
6. Identify areas for parental and community involvement.

Specific goals:

- Increase overall proficiency on LEAP 2025 (esp. math)
 - Adopting Eureka curriculum
- Improve performance on ACT test
 - Including ACT prep in advisories
- Work with academic leads to ensure adequate resources
- Assess advisories/SMART
- Perform credit audits twice a year
- Discontinue Seat Time Recovery
 - STR is an opportunity to make up missed class time
 - Dr. Cola shared that she and a contingency of faculty members felt strongly that we should not offer STR and require that students must not be able to make up unexcused absences beyond the number allotted (2 per semester per class)
 - Many reasons students miss class are on the list of excusable absences
- Establish Student Council
 - Grade level councils have existed previously; we will now also have a schoolwide Student Council with elected student officials that meet with Dr. Cola regularly
- Place 100 students into internships
- Increase students enrolled in dual enrollment
 - We hired Internship and Dual Enrollment Coordinator

Dr. Cola shared her guiding principles going into the year, and her plan for how to accomplish these goals. She presented her plan for Sci High to take part in the Grand Challenges for Engineering by choosing one of the challenges, such as “Access to clean water,” and building curriculum, field trips, summer reading, visiting speakers, etc around the theme of this challenge.

Finally, Dr. Cola shared our current enrollment numbers. As of 8/17, there are 480 students enrolled.

Dr. Brown reported on Spring 2018 test score results, which we just received.

- LEAP 2025 test scores -- 40% proficiency
- US History test scores -- 21% proficiency
 - 67% passage rate
 - Students now take US History as 9th graders and again as 11th graders
- Generally passage rates went up and proficiency went down
- Dr. Brown stated that there is no state-level data released yet, so we currently don't know where we stand relative to state averages

Upcoming Events: Back to School Night and Senior Parent Info Night August 23; Staff PD Day August 31

The School Director Report was received by the Board.

Report from the Board Chair: (Jennifer Fallon)

- Fallon brought up that Advocates need to approve of Fallon representing the Advocates at FSME meetings. Daschbach motioned to support it, Clayman seconded.
- Fallon shared that Deborah Love and Michelle Sanchez have both resigned from the board and there are now vacancies to fill. She encouraged the board to help recruit new board members, with a focus on diversity, mission alignment and skillset.
- Sci High has a new logo and FSME board member Karen Buck shared the new logos with the Advocates.

With no other business to discuss, meeting adjourned at 6:34 p.m.

Respectfully submitted,

Sarah Grainer, Communications Manager for Sci High