

APPROVED



East Bay Innovation Academy

Minutes

Board Meeting

Date and Time

Wednesday August 13, 2014 at 8:00 PM

Location

3400 Malcolm Ave, Oakland 94605

Directors Present

Amber Banks, Kim Smith (remote), Laurie Jacobson Jones, Rochelle Benning, Tali Levy, Tom Pryor

Directors Absent

None

Guests Present

Alex Harp, Devin Krugman, Emily Loecher

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

Laurie Jacobson Jones called a meeting of the board of directors of East Bay Innovation Academy to order on Wednesday Aug 13, 2014 at 8:03 PM.

C. Approve Minutes

Rochelle Benning made a motion to approve minutes from the Board Meeting on 07-23-14 Board Meeting on 07-23-14.

Amber Banks seconded the motion.

The board **VOTED** unanimously to approve the motion.

Unanimous vote.

D. Action Items

The Board Expansion Committee has taken on the board composition matrix action item.

The open action item to connect faculty with grantwriters is held over to next meeting.

II. Executive Director Report

A. Opening Day Readiness

Alex Harp presented the Board with a report on Opening Day Readiness, specifically School Culture, Alignment of Staff, Learning and Teaching, Systems and Operations, and Revenue and Growth.

III. Academic Excellence

A. Instructional Preparation and Teacher Training Update

Devin Krugman presented the Board with EBIA's Professional Development Plan, including which areas have been completed and which are in the works. ACTION ITEM: Devin Krugman to develop a Google Doc for acronyms used at EBIA. ACTION ITEM: Laurie Jacobson Jones to share the template for the Personalized Learning Plan.

IV. Finance

A. 2013-14 Year-End Financial Update and 2014-15 Budget and Cash Flow

Dena Koran, of EdTec, outlined the 2013-14 Year-End Financial Update and the 2014-15 Budget and Cash Flow, particularly how and why EdTec reformulated certain financials, based on changed assumptions and circumstances. EBIA will face a cash shortfall without fundraising, thus the fundraising goal is \$500K for April 2015, and then \$250K for subsequent Aprils. Addressing the September Budget shortfall, Rochelle Benning asked the Board for ideas to cover a cash-flow issue with a short-term 30-day loan of \$186,668.

B. Finance Policy

Rochelle Benning asked the Board to approve the Finance Policy.

Amber Banks made a motion to to approve the Finance Policy.

Tom Pryor seconded the motion.

The board **VOTED** unanimously to approve the motion.

C.

Loan for September

Should EBIA not be able to secure a third party loan, EBIA will need to enter into a loan agreement to bridge the gap for September. The Board was advised to be ready to have a special board meeting to have this discussion.

V. Facility

A. Update on Prop 39 Agreement

Rochelle Benning updated the Board on the Prop 39 Agreement with OUSD. EBIA is still negotiating provisions relating to Dispute Resolution, Furnishings and Janitorial Services.

VI. Committee Reports

A. Hiring Committee

Laurie Jacobson Jones presented a flowchart of EBIA staff and updated the Board on staff hiring progress.

B. Board Development Committee

Tom Pryor updated the Board on the Board Expansion Committee, which is beginning to develop a pipeline.

VII. Other Business

A. Consent Agenda

Rochelle Benning made a motion to approve the Consent Agenda.

Tom Pryor seconded the motion.

The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Public Comment

There was no public comment.

B. Adjourn Meeting

Amber Banks made a motion to adjourn the meeting.

Rochelle Benning seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:48 PM.

Respectfully Submitted,

Tali Levy