

APPROVED



## East Bay Innovation Academy

### Minutes

#### Board Meeting

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##### **Date and Time**

Wednesday October 15, 2014 at 8:00 PM

##### **Location**

3400 Malcolm Ave, Oakland 94605

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##### **Directors Present**

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

##### **Directors Absent**

*None*

##### **Guests Present**

David Philhower, Dena Koren, Devin Krugman, Ken Berrick, Matthew Williams

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#### **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 Oct 15, 2014 at 8:03 PM.

##### **C. Approve Minutes**

Laurie Jacobson Jones made a motion to approve minutes from the Board Meeting on 09-17-14 Board Meeting on 09-17-14.

Rochelle Benning seconded the motion.

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

#### **D. Adjourn Open Session**

Laurie Jacobson Jones made a motion to close the open session.

Rochelle Benning seconded the motion.

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

### **II. Closed Session - pursuant to Section 54957**

#### **A. Call Closed Session to Order**

Laurie Jacobson Jones called the closed session to order 8:06 p.m.

#### **B. Public Employment TITLE: Head of School**

Kim Smith made a motion to empower Laurie Jones and Rochelle Benning with the authority to make an offer of permanent appointment of Head of School and acting Executive Director, and to give Laurie Jones authority to negotiate terms of employment.

Rochelle Benning seconded the motion.

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

#### **C. Adjourn Closed Session**

Laurie Jacobson Jones made a motion to close the closed session.

Rochelle Benning seconded the motion.

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

### **III. Open Session**

#### **A. Call Meeting to Order**

Laurie Jacobson Jones made a motion to call open session back in session.

Rochelle Benning seconded the motion.

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

#### **B. Record Attendance**

Devin Krugman arrived.

David Philhower arrived.

### **IV. Academic Excellence**

#### **A. School Report**

Devin Krugman presented data on EBIA student enrollment. Dave Philhower presented a report on Intercession. Devin Krugman presented an update on School Culture and feedback mechanisms for identifying needs from EBIA stakeholders. Action Item: Laurie Jones to add board members to EBIA Google calendar, to alert Board to dates for community meetings, phone banking, etc.

## **V. Operations**

### **A. 2015/16 Student Recruitment Plan**

Laurie Jones updated the board on Student Recruitment for the 2014-15 school year. There have been 8 school tours, and 3 information nights. Outreach efforts are prioritized in East and Central Oakland. EBIA will be seeking to fill 110 6th grade slots, and will be adding 30 rising 8th graders.

### **B. Hiring Update**

New math teacher Anthony Turner joined the team this week.

## **VI. Finance Report**

### **A. September 2014 Budget vs Actuals**

Dena Koran updated the Board on monthly financials, changes to forecast, and cashflow.

## **VII. Facility**

### **A. 2015/16 Prop 39 Application**

Rochelle Benning presented the board with information on finalizing the Prop 39 application for the 2014-15 school year, which is due November 1.

### **B. Shelley to represent EBIA in the Preparation and Submission of the Prop 39 application**

Amber Banks made a motion to grant authority to Rochelle Benning to represent EBIA in preparation and submission of the Prop 39 application.

Tom Pryor seconded the motion.

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

## **VIII. Board Expansion Committee**

### **A. Board Roles and Commitment**

Tom Pryor presented the need for a document on Board Member responsibilities. Action Item: Tom Pryor will send a draft to existing board members. Tom Pryor presented an update on Board member pipeline, which contains numerous prospective board members.

**B. Review and Approve New Members (if any)**

Rochelle Benning presented Ken Berrick's bio and qualifications as a candidate board member.

Laurie Jacobson Jones made a motion to invite and approve Ken Berrick to join the EBIA board.

Tom Pryor seconded the motion.

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

**C. Executive Management Committee**

Deferred to next meeting.

**IX. Development**

**A. Development Strategy Update**

Deferred to next meeting.

**B. Proposed Board Development Committee**

Deferred to next meeting.

**X. Other Business**

**A. Board Policy: Students Left on Campus**

Laurie Jacobson Jones presented the need for a policy to support the EBIA faculty in the occasion students are left on campus after the facility closes.

Rochelle Benning made a motion to adopt the policy presented for students left on campus, as amended.

Amber Banks seconded the motion.

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

**B. Independent Study Policy Proposal**

Laurie Jacobson Jones made the board aware of the need for an Independent Study Policy in preparation to further discussion at the next meeting.

**XI. Closing Items**

**A. Public Comment - 3 minutes per person**

No public comment.

**B. Adjourn Meeting**

Laurie Jacobson Jones made a motion to adjourn 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 9:32 PM.

Respectfully Submitted,

Tali Levy