

APPROVED



East Bay Innovation Academy

Minutes

Board Meeting

Date and Time

Wednesday November 19, 2014 at 8:00 PM

Location

3400 Malcolm Ave, Oakland 94605

Directors Present

Amber Banks, Ken Berrick, Laurie Jacobson Jones, Rochelle Benning, Tali Levy, Tom Pryor

Directors Absent

Kim Smith

Directors who arrived after the meeting opened

Ken Berrick, Tom Pryor

Guests Present

David Philhower, Dena Koren, Devin Krugman

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 Nov 19, 2014 at 8:04 PM.

C.

Adjourn Open Session

II. Closed Session - pursuant to Section 54957

A. Call Closed Session to Order

Tom Pryor arrived.
Closed session called to order at 8:08 p.m.

B. Anticipated Litigation

Ken Berrick arrived.

C. Public Employment TITLE: Head of School

D. Adjourn Closed Session

Adjourn closed session at 8:35.

III. Open Session

A. Call Meeting to Order

Open session called to order at 8:37 p.m.

B. Record Attendance

Members present: L. Jacobson Jones, R. Benning, A. Banks, T. Pryor, K. Berrick, T. Levy

C. Approve Minutes

Rochelle Benning made a motion to approve minutes from the Board Meeting on 10-15-14 Board Meeting on 10-15-14.

Amber Banks seconded the motion.

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

K. Berrick abstained.

IV. Development

A. Development Strategy Update

Laurie Jacobson Jones presented an update on development. \$500K is needed this year to stabilize EBIA through year 3. The giving campaign was launched this week. A February Spin-a-thon event is in the works.

B. Proposed Board Development Committee

Establishing a Board Development Committee, and hiring a staff Development Director were both discussed as necessary starting points. Action Item: Laurie Jacobson Jones to

craft job description for part time Development Director position. Board Development Committee will be formed at the next scheduled meeting.

V. Academic Excellence

A. School Report

D. Krugman presented a scorecard on EBIA metrics and how EBIA is meeting its targets.
D. Philhower addressed lessons learned during the first Intersession, and goals for the next two Intersessions.

VI. Operations

A. 2015/16 Student Recruitment Update

L. Jones gave the Board a student recruitment update. The applications period launched on Nov. 1 and is open to February 20. There will likely be a lottery for 2015/16 admissions. Outreach throughout Oakland will start at the beginning of January.

B. Hiring Update

L. Jones presented a hiring update. There are currently four openings, and we are currently recruiting for those positions.

VII. Finance Report

A. October 2014 Budget vs Actuals

D. Koran presented the budget with explanations for changes to the budget based on actual expenses and revenue. D. Koran presented a proposed 2014/15 annual budget.

B. Updated 2014/15 Budget

The budget proposed by D. Koran will need to be modified to reflect a change in expected janitorial expenses, as well as the anticipated fundraising goal.

Rochelle Benning made a motion to accept the proposed 2014/15 budget, subject to changes discussed (janitorial and fundraising.).

Tom Pryor seconded the motion.

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

C. Bridge Loans for December

Amber Banks made a motion to approve the two promissory notes.

Ken Berrick seconded the motion.

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

Laurie Jacobson Jones and Rochelle Benning abstained from the vote.

VIII. Board Committees

A. Board Roles and Commitment

Table discussion on Board agreement to next Board meeting.

B. Review and Approve New Members (if any)

T. Pryor presented update on Board Development pipeline.

C. Executive Management Committee

Tabled until next meeting.

IX. Other Business

A. Independent Study Policy Proposal

Laurie Jacobson Jones presented the Independent Study Policy Proposal. Action Item: K. Berrick to investigate the maximum term of Independent Study permitted by the Education Code.

Rochelle Benning made a motion to to adopt the Independent Study Policy, subject to changes in maximum term in compliance with the Education Code.

Amber Banks seconded the motion.

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

X. Closing Items

A. Public Comment - 3 minutes per person

There was no public comment, other than to direct the Board to an item on the agenda which had been skipped. That item, Operations, was then addressed.

B. Adjourn Meeting

Laurie Jacobson Jones made a motion to to adjourn.

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 9:55 PM.

Respectfully Submitted,

Tali Levy