



# THE ACADEMY OF ALAMEDA

## The Academy of Alameda Charter School Board Regular Board Meeting

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### Date and Time

Thursday December 12, 2019 at 6:30 PM PST

### Location

401 Pacific Avenue, Alameda CA 94501 (Home Office)

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
<b>A.</b> Record Attendance and Guests		David Forbes	1 m
<b>B.</b> Call the Meeting to Order		David Forbes	1 m
<b>C.</b> Public Comments		David Forbes	1 m
<b>D.</b> The Board Reviews The Academy of Alameda's Mission and Envisioned Future Statements		David Forbes	2 m
<b>Mission:</b> The Academy of Alameda equitably develops students into critical thinkers and life-long learners who navigate the world with integrity, and who apply their learning to empower themselves and their communities.			
<b>Envisioned Future:</b> We envision a future where all of our students are successful, and their destinies are not determined by their demographics.			
<b>II. Consent Agenda</b>			<b>6:35 PM</b>
<b>A.</b> Approve Minutes	Approve Minutes	Matt Huxley	1 m
Approve minutes for Regular Board Meeting on November 21, 2019			
<b>B.</b> November, 2019 Check and Credit Card Registers	FYI	Stacie Ivery	
<b>C.</b> Vote on Consent Agenda	Vote	David Forbes	1 m
<b>III. Board Communications</b>			<b>6:37 PM</b>
<b>A.</b> Board Member and Board Working Group Reports - Convene Marketing Working Group	Discuss	David Forbes	5 m
I would like to convene a group of Board members and two staff members to develop The Academy's main slogans/taglines. For example, we use Identity, Diversity Justice, and Action, (also incorporated into our logo), Academic, Engaging, Meaningful, and The Academy: Students Graduate Academically Successful, and Social Justice-Minded.			

The purpose of the meeting will be for participants to create a specific messaging strategy and then have the Board vote on that plan at a future meeting. I would like to convene the meeting on Wednesday, January 8 from 6:00 to 7:30pm.

<b>B. Middle School Charter Renewal Update</b>	Discuss	Matt Huxley	10 m
<b>C. 2020/21 Enrollment Update</b>	FYI	Matt Huxley	10 m
<b>D. The Board Engaging in School Observations - Focus on Student Culture</b>	Discuss	Matt Huxley	10 m

I would like the Board to engage in whole-school observation (in and out of the classroom) to contribute evidence regarding student culture - one of the two super levers referred to in **Leveraged Leadership 2.0** . I will propose a couple of different dates in mid to late January.

**IV. Action Items** **7:12 PM**

<b>A. Approve the 2018-19 Audit (FY Ending 6/30/19)</b>	Vote	Stacie Ivery	15 m
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Charter Schools are required to conduct annual independent financial audits in a manner which shall employ generally accepted accounting principles. Charter Schools are required to transmit a copy of their annual independent financial audit report for the preceding fiscal year to their chartering entity, the SCO, and CDE by December 15th. The annual audit will encompass the following key financial & compliance areas:

- Statement of financial position
- Statements of activities and cash flows for the year that ended
- Notes to the financial statements
- State Compliance (Attendance, Instructional Minutes, LCAP, CalPADS, and other State Programs)
- Federal Compliance (a separate audit is required for LEAs that receive more than \$750K/year for federal programs)

Prior to submission, the Board is responsible for reviewing and approving the results of the annual audit. The audit firm will be responsible for submitting the audit to all reporting agencies, no later than December 15.

<b>B. Approve the 2019-20 1st Interim Report for the ES &amp; MS</b>	Vote	Stacie Ivery	15 m
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Charter schools are required to file two reports during a fiscal year (interim reports) showing the status of the charter school's financial health. The first interim report includes revenue and expenditure actuals from July 1, 2019 through October 31, 2019. In addition, the first interim report reviews the 2019-20 board-approved budget with updated fiscal year-end and multi-year forecasts.

**V. Closing Items** **7:42 PM**

<b>A. Closed Session: Gov't Code § 54957(b): Progress on Executive Director Executive 2019/20 Goals</b>	Discuss	Matt Huxley	25 m
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**The Executive Director, Matt Huxley, will update the Board on the progress towards his Board Approved 2019/20 goals**

**Goal 1:** Implement the 3-year Strategic Plan and create a plan to continually monitor it.

**Goal 2:** Create a Highly Effective Organizational Leadership Team.

- Define the roles, responsibilities, and decision-making authority of each Organizational Leadership Team member.
- Create a development and evaluation plan for the Organizational Leadership Team and for each team member.

**Goal 3:** Accelerate the academic growth of students who have not been effectively served.

<b>B. Board Returns to Open Session</b>	FYI	David Forbes	1 m
<b>C. Review of the Draft of January 27 Board Retreat Topics</b>	FYI	Matt Huxley	7 m

**Key January 27 Board Retreat Topics:**

**Draft of possible topics:**

- **Special Education (90 min)**
- **Review Possible Organization Structure Changes (60 to 90 min)**
- **Vote on Updated Board Fiscal Policies (30 min.)**
- **Board Development (45 min)**
- **Learning About The California Dashboard - its internal and external importance (90minutes) (Presentation)**

<b>D. Adjourn Meeting</b>	Vote		
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