

APPROVED



# THE ACADEMY OF ALAMEDA

## The Academy of Alameda Charter School Board

### Minutes

#### Board Retreat

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#### **Date and Time**

Sunday August 13, 2017 at 9:00 AM

#### **Location**

980 Atlantic Blvd. Alameda, CA (Phocas Financial Suite)

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#### **Directors Present**

A. Price, C. Robie, D. Forbes, W. Schaff

#### **Directors Absent**

D. Popalardo, L. Cazares, R. Whittaker

#### **Guests Present**

M. Huxley, S. Ivery

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### **I. Opening Items**

#### **A. Record Attendance and Guests**

#### **B. Call the Meeting to Order**

W. Schaff called a meeting to order on Sunday Aug 13, 2017 at 9:15 AM.

#### **C. Approve Minutes from June 25, 2017 Board Retreat**

Tabled

### **II. Board Communications and Development**

**A. National Equity Project Presentation - Recap from June Board Retreat, The Year Ahead**

Topic tabled for future retreat or Board meeting.

**B. Creation of Board Working Agreements**

Topic tabled for a future retreat

**C. Communicate Schoolwide Organizational Focus Areas for 2017/18**

The Executive Director shared out major Schoolwide areas of focus and received input/feedback from Board members: Major areas of focus included implementing an attraction and retention plan, leading and co-developing a formal staff development program, Implementing a marketing plan, and creating a Tier 4 intervention program.

**D. Review and receive Feedback on AoA Board and Executive Director Development Areas for 2017/18**

The Executive Director on his proposed goals for 2017/18 and the need to create a specific timeline for setting and review 2018/19 goals. Decision was made to have 2016/17 goals presented and evaluated during closed session at the September 14 Board meeting. A Board member, Carole Robie volunteered to work with the Executive Director to support setting his 2017/18 goals.

**E. Board Provides Feedback to Executive Director on Select Topics**

Board provided the ED with input on ways to help develop the Board's capacity to govern including a monthly Board calendar, revising the Board's Bylaws, creating a binder for each Board member of critical documents, creating a clear distinction of roles between the Board and Executive Director and administrative staff (governing versus administration roles).

The Executive Director received feedback from Board members on a shortened message that conveyed The Academy's mission and district program elements. Amy Price volunteered to work with the Executive Director to create a message statement based on the Board's feedback and bring back to the 9/14 Board meeting.

**III. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:00 PM.

Respectfully Submitted,

W. Schaff