



## Alma del Mar

### Board Meeting

Published on November 16, 2016 at 11:28 AM EST

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#### Date and Time

Monday June 27, 2016 at 8:45 AM EDT

#### Location

26 Madeira Ave New Bedford MA 02746

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#### Agenda

|   | Purpose         | Presenter    | Time           |
|---|-----------------|--------------|----------------|
| <b>I. Opening Items</b>                           |                 |              | <b>8:45 AM</b> |
| Opening items                                     |                 |              |                |
| <b>A.</b> Record Attendance and Guests            |                 |              |                |
| <b>B.</b> Call the Meeting to Order               |                 |              |                |
| <b>C.</b> Approve Minutes                         | Approve Minutes | Becca Kurie  |                |
| Approve minutes for Board Meeting on May 27, 2016 |                 |              |                |
| <b>D.</b> Warmup/Appreciations                    | Discuss         | Will Gardner | 5 m            |
| <b>II. Leader</b>                                 |                 |              | <b>8:50 AM</b> |
| Leader Agenda Stock Description                   |                 |              |                |
| <b>A.</b> ED Report                               | FYI             | Will Gardner | 5 m            |
| <b>III. Academic Excellence</b>                   |                 |              | <b>8:55 AM</b> |
| Academic Excellence Agenda Stock Description      |                 |              |                |
| <b>A.</b> Q4 Academic Achievement Report          | Discuss         | Will Gardner | 10 m           |
| <b>IV. Capital Planning Committee</b>             |                 |              | <b>9:05 AM</b> |

|  | Purpose | Presenter     | Time |
|--|---------|---------------|------|
| Capital Plan Task Force Agenda Stock Description |         |               |      |
| <b>A. Capital Planning Update</b>                | FYI     | Alice Sheehan | 5 m  |

Capital Project is on track and on budget. Alma will receive Certificate of Occupancy on August 3rd. The construction team is starting to paint the walls, install cabinetry, install hardware and install internet. Change orders total \$65K and \$38K are under review.

**V. Development 9:10 AM**

Development Agenda Stock Description

|                                   |         |              |      |
|-----------------------------------|---------|--------------|------|
| <b>A. May Devo Report</b>         | FYI     | Jeanne Eagle | 5 m  |
| <b>B. Capital Campaign update</b> | Discuss | Will Gardner | 10 m |

Our Capital Campaign has stalled somewhat, despite our being close to our overall goal. What strategy makes sense for the coming school year, knowing that we'll already be moved into our new building?  
We want to ensure we continue the momentum of the campaign and come as close as we can to overall targets, in order to put us in the best possible financial shape for the years to come.

**VI. Finance 9:25 AM**

Finance Agenda Stock Description

|  |      |                    |     |
|--|------|--------------------|-----|
| <b>A. Approve Final Closing Documents from New Markets Tax Credits financing</b> | Vote | Alice Sheehan      | 5 m |
| Request to approve closing entries and review of the unwind process in 7 years.  |      |                    |     |
| <b>B. May FinCom Report</b>  | FYI  | Bronwen Cunningham | 5 m |

2015-16 is wrapping up with a \$139K surplus. We are projecting a much tighter budget next year due to lower than anticipated tuition rate and no expansion.

**VII. Governance 9:35 AM**

Governance Agenda Stock Description

|   |         |              |      |
|---|---------|--------------|------|
| <b>A. Draft Accountability Plan</b>   | Discuss | Will Gardner | 10 m |
| The Board will approve a final 5 year accountability plan in July (Due to DESE Aug 1). We are still awaiting feedback from DESE on our draft plan, so this draft is subject to change upon their input. |         |              |      |
| <b>B. Annual Goal Setting Process for Alma</b>  | FYI     | Will Gardner | 10 m |

Attached is a summary of our timeline for setting annual goals.

|   | Purpose | Presenter | Time |
|---|---------|-----------|------|
| I'd like to do a better job of integrating the Board's process of goal setting and ED evaluation into this process as well. |         |           |      |

|  |         |                    |      |
|--|---------|--------------------|------|
| <b>C. ED Compensation Recommendations</b>                    | Discuss | Jan Baptist        | 10 m |
| <b>D. Motion to Create an E.D. Compensation Subcommittee</b> | Vote    | Christopher Arnold | 5 m  |

The Governance Committee recommends that the Board create an E.D. compensation subcommittee consisting of the Board Chair, Governance Chair and a member of the Finance Committee designated by the Finance Committee chair. The purpose of this subcommittee will be to review E.D. performance data as presented by the Governance Committee alongside salary projection and budget considerations presented by the Finance Committee in order to determine E.D. compensation

|  |     |           |     |
|--|-----|-----------|-----|
| <b>E. Public Relations Subcommittee Report</b> | FYI | Bob Unger | 5 m |
|--|-----|-----------|-----|

The committee recommends that Alma's Board does not take a position on the state-wide ballot on charter cap.

Committee recommends Alma focus on telling Alma's story ever more strongly (branding) during a time when all charter schools will be victims of misinformation & politically charged info.

Committee recommends Alma trustees be thoroughly informed about charter topics that are not well understood such as funding, accountability, etc.

Actions steps:

1. Op Ed piece for Standard Times at about the time of the ribbon cutting
2. Short video clips to targeted demographics
3. Make list of controversial charter topics that need to be addressed, along with talking points regarding these
4. Combine branding work with development

|   |     |                    |     |
|---|-----|--------------------|-----|
| <b>F. Update re Exit Interview/Staff Transition</b> | FYI | Christopher Arnold | 5 m |
|---|-----|--------------------|-----|

**VIII. Other Business 10:20 AM**

|                                 |     |              |     |
|---------------------------------|-----|--------------|-----|
| <b>A. Google Drive Tutorial</b> | FYI | Will Gardner | 5 m |
|---------------------------------|-----|--------------|-----|

A quick intro to Board resources available through your google account on google drive.

**IX. Closing Items 10:25 AM**

|                           |      |  |  |
|---------------------------|------|--|--|
| <b>A. Adjourn Meeting</b> | Vote |  |  |
|---------------------------|------|--|--|