

APPROVED

ALMA *del* MAR

Alma del Mar

Minutes

Board Meeting

Date and Time

Friday February 26, 2016 at 8:45 AM

Location

26 Madeira Ave New Bedford MA 02746

Trustees Present

B. Cunningham (remote), B. Unger, J. Baptist, J. Eagle, L. Hicks (remote), M. Blasdale, M. Kay

Trustees Absent

C. Arnold, D. Cabral

Guests Present

B. Kurie, W. Gardner

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Baptist called a meeting of the board of trustees of Alma del Mar to order on Friday Feb 26, 2016 at 8:45 AM.

C. Approve Minutes

J. Eagle made a motion to approve minutes from the Board of Trustees Committee Meeting on 01-22-16 Board of Trustees Committee Meeting on 01-22-16.

B. Unger seconded the motion.

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

II. Academic Excellence

A. Q2 Academic Achievement Report

E. Stainer gave an update on academic progress at Alma for Q2. Headlines include: Standards mastery - currently on track to exceed last year, but not on track to his 75% goal; core instruction is the priority particularly in grade 2-6 with coaching and planning supports

Teacher performance - currently on track to hit target; dramatic improvement or transition of a few key teachers is the priority, using performance improvement plans

III. Executive Director

A. Executive Director's Report

What Is Going Well:

- Academic gains in both Math and Literacy, as measured by our interim exams (more detail from Quarterly Academic Report)
- Upcoming **Lottery** on Tuesday, March 1 at 6pm (please come!) We have over 400 applications for approximately 30 openings
- Our new building construction continues to be on track

Challenges:

- Denial of **expansion request** will require a thorough review of our financial forecast beyond next year to ensure that our academic program is not adversely affected by lower enrollment (to discuss later in the agenda)

- Cultivating **individual donors** for our Annual Campaign amidst the Capital Campaign continues to be a challenge. Our annual campaign is not on track to reach our target at this time
- The departure of one of our lead classroom teachers presents a short term challenge for our teaching and leadership team.

IV. Finance

A. Revised Budget Planning

W. Gardner and A. Sheehan presented on the new 2016-17 budget that has been updated as a result of our expansion request being denied. W. Gardner said we will apply again next year for the additional seats, but that we cannot rely on that application getting approved.

B. Financial Report

V. Governance

A. Governance Committee Report

B. Executive Director Mid Year Review

Mid Year Self Review will be sent to the Board under separate cover prior to the Board meeting. The Governance Committee has proposed a two part process whereby the Executive Director presents a self-review during our February meeting and the Board discusses and drafts a mid year review in its March meeting. The mid year review will be presented to the Executive Director by the Board Chair on behalf of the Board.

C. Updated Expulsion Policy

J. Eagle made a motion to submit Alma's updated Expulsion Policy to the state.

B. Unger seconded the motion.

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

D. Proposed New Trustee

J. Baptist has named a proposed new member of the Board of Trustees. The next step is for B. Unger and J. Baptist to meet with the prospect.

VI. Development

A. Development Report

Annual Fund total as of Feb. 22, 2016 is \$153,794.44. That's 51% of our \$300,000 goal.

Lapsed donor cards have been distributed to board members. The list included 98 names. The goal is to have all the cards in the mail by the end of the month. If you have cards that have not yet been filled out and mailed, please include brief note on back that donations may be made by making a check out to "Alma del Mar Foundation" or by going online to almadelmar.org

Becca will let board members know as she receives any donations from lapsed donor card recipients. She will also track the overall results of the campaign and create a document that explains the campaign.

Becca has submitted several grant requests lately, both to past grantmakers like Forte, Carney and Kaplan Foundations, and to six new prospective grantmakers that she researched through phone calls and GuideStar. Most of the new foundations meet monthly or quarterly, so decisions should be known by April or May at latest.

Donor Cocktail Party at Jeanne Eagle's home is scheduled for 5-7 pm on Wednesday, March 16. Invitations went out last Friday and a few RSVPs have already been received. Ms. Sousa, our Dean of Culture, will present a lay-up drill similar to one practiced by Alma teachers during the event.

Will would like to give some school tours and meet new people! All board and committee members are encouraged to identify and invite prospects to visit with Will and tour the school, preferably on the first and second Fridays of the month, from 8:30 am to 10 am.

VII. 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 9:45 AM.

Respectfully Submitted,

B. Kurie

Board members attended a "sneak peek" construction tour of the new school following the board meeting.