DRAFT

Alma del Mar

Minutes

Board Meeting

Date and Time
Friday March 25, 2016 at 8:45 AM

Location
26 Madeira Ave New Bedford MA 02746

Trustees Present
B. Cunningham (remote), B. Unger, C. Arnold, L. Hicks, M. Blasdale

Trustees Absent
A. Sheehan, D. Cabral, E. Haddad, J. Baptist, J. Eagle, M. Kay

Guests Present
B. Kurie, W. Gardner

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Arnold called a meeting of the board of trustees of Alma del Mar to order on Friday Mar 25, 2016 at 8:45 AM.

C. Warmup

D.

Approve Minutes

B. Unger made a motion to approve minutes from the Board Meeting on 02-26-16 Board Meeting on 02-26-16.
L. Hicks seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. E.D. Report

What Is Going Well:

- Leadership restructuring for next year is going well. We have a strong plan going in to next year and have made several steps toward creating an excellent instructional leadership team.

- We have made several new hires on the teaching side, with at least 4-5 more to go to be fully staffed for next year.

- Successful **Lottery**. We had over 500 applications for approximately 30 openings

- Our new building construction continues to be on track

Challenges:

- The departure of one of our lead classroom teachers continues to present a short term challenge for our teaching and leadership team.
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- We are continuing to work through the long term challenge of aligning our projections beyond 3 years with an enrollment capped at 360 scholars.

- Low performance in ELA in our 3rd and 4th means that we will be moving forward with a plan to provide interventions for all of these scholars this spring. The PARCC exam is in May.

II. Development

A. Development Report

The lapsed donor campaign has been successful, with 14 donors responding for a total of $5,500 raised.

We have raised $147K total to date. The total fundraising amount is lower than has been reported in the past due to misinformation surrounding two wire transactions.

Many foundations ask about board engagement/support when B. Kurie is applying for grants. They are looking for organizations with 100% giving from their boards. In our case, we have both the annual fund and capital campaign and would like to see 100% giving from our board members for both campaigns.

III. Finance

A. February Finance Report

B. Cunningham presented the finance report to the board. We are on track for an estimated $80,000 surplus, which will go into reserves.

B. Draft 2016-17 Budget

B. Cunningham and W. Gardner presented the draft budget for 2016-17. The goal is to have it finalized by May in time for a July 1 submission.

IV. Governance

A. Executive Director mid year review (executive session)

Board members Bronwyn Cunningham (remote) Bob Unger, Chris Arnold, Cile Hicks, and Mary Jean Blasdale met exclusively in Executive Session during the regular meeting to evaluate the mid-year performance of our Executive Director Will Gardner. Together we agreed that his leadership of Alma is exemplary. Will continues to strive for excellence in all his areas of oversight in demonstrating integrity, cultivating a nurturing culture, driving academic excellence, developing and leading staff, building and maintaining family satisfaction and good community relations, financial performance, and increasing communication with the board. And he seeks to correct any situation that is not up to his high standards.

Mary Jean Blasdale, Secretary of the Board

B. Nomination of Gail Fortes to the Board of Trustees

The nomination will be presented at the April meeting if there is a quorum.

C. Leadership Structure Changes for 2016-17

W. Gardner presented the proposed changes to the leadership structure of Alma that would go into effect next year. W. Gardner explained that the new structure will streamline management. One note is that the "fellow" positions are very similar to that of a paraprofessional. We hired our first teaching fellow last month.

V. Academic Excellence

A. Academic Excellence Update

No update was given.

VI. Closing Items

A. Adjourn Meeting

B. Unger made a motion to adjourn the meeting.
L. Hicks 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 10:20 AM.

Respectfully Submitted,
B. Kurie