APPROVED

Alma del Mar

Minutes

Board Meeting

Date and Time
Friday July 22, 2016 at 8:45 AM

Location
26 Madeira Ave New Bedford MA 02746

Trustees Present
B. Cunningham, B. Unger, C. Arnold, G. Fortes, J. Baptist, J. Eagle, L. Hicks, M. Blasdale, M. Kay

Trustees Absent
A. Sheehan, D. Cabral, E. Haddad

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 Jul 22, 2016 at 8:45 AM.

C. Approve Minutes

B. Unger made a motion to approve minutes from the Board Meeting on 06-27-16 Board Meeting on 06-27-16.
G. Fortes seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. E.D. Report/2015-16 Goals Dashboard

What Is Going Well:

- [ITBS Results Forthcoming]

- We experienced very little (3%) scholar attrition this year.

- We ended 2015-16 with a surplus of approximately $320K due to higher than projected tuition and government funding and below budget spending in most major categories.

Staffing

- 88% of our staff from 2015-16 are returning for 2016-17. All of the teachers who received offers are returning.
- We have returning Alma teachers teaching 3rd, 4th, 5th, and 6th Math
- We have returning teachers teaching 3rd, 5th, 6th ELA
- Both of our “new” 7th Grade teachers are experienced teachers.
- We recently hired a strong instrumental music teacher, who has 20 years of experience in NB Symphony as well as great teaching experience in New Bedford and Fairhaven.
- Our new building construction continues to be on track

Challenges:

- We’ve received partial PARCC data and are currently working to analyze this data while awaiting the rest of our data. PARCC student data is not as clearly organized in terms of the standards each question addresses. This makes the data harder to analyze for planning purposes.

- We are still looking to fill one elementary teaching position

E. Year End Parent Survey Results

F. Year End Staff Survey Results

B. Cunningham suggested we continue to look for ways to recognize the hard work of our teachers through outside events, etc.

II. Development

A. June Development Report

We finished out the previous fiscal year at $230K, 92% of our goal.

*We've started the new FY off strong with a total of **$50,300** in gifts and pledges for general support already!* This includes $35,000 from foundations/funds and a $15,000 individual pledge.

Becca has narrowed the Annual Report designer candidates down to two designers. She will work on crafting content during the next month and has set a deadline of Oct. 7 for the final product to go to the printer, which will easily allow for a late October mailing.

The discussion on 2016-2017 development goals was pushed back to the next meeting, but goals will focus on creating long-term donors, expanding the breadth of our donor pool, the Alma brand, and providing trustees with tools to help them with development efforts.

Ribbon Cutting update:
Invitations to be mailed Aug. 22 and email invitations to go out Aug. 26. Donor (capital and annual) Invitation list is about 170 names long – this includes 23 foundations. Some of the smaller annual donors may be taken off the invite list as we wouldn't have enough space for that many people during a school day!
Based on Jeanne’s insight and suggestions, we will offer simple deli wraps (cut in half), cookies, and bottled water. Jeanne has generously offered to cover the cost of the food for this event. Barbara Cook has generously donated several balloon bouquets to be used as decorations at the front entrance and in the community room for the reception.
We are working on a way to thank the donors at the event with involvement from scholars (likely an art project/visual that is created beforehand and on display during the reception).

Cile's Party:

Becca has identified Alma families and staff to attend the event to allow for genuine interactions between Alma community and party guests. We would also like some board members to be in attendance to help with mingling and celebrating Alma.
The development committee suggested that we provide small note cards that will allow party guests to express interest in touring the school, volunteering at the school, or even giving a donation to the school. This may also be a way for them to "opt in" to receiving future Alma mailings. Becca will work on this project with Cile.

Dates to know:
Thursday, Aug. 4 – Alma party at Cile Hicks' home in Nonquitt
Monday, Aug. 22 - First day of school
Thursday, Sept. 29 – Back to School Night for families

III. Governance

A. Approve 5 Year Accountability Plan

J. Baptist made a motion to approve the 5 Year Accountability Plan.
M. Blasdale seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Request for Expansion of total seats from 360 to 450 or 414

B. Unger made a motion to approve the request for expansion of total seats from 360 to 450 or 414.
L. Hicks seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Approve 2015-16 Annual Report

B. Unger made a motion to approve the 2015-2016 Annual Report to submit to the DESE.
M. Kay seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

Next board meeting will be on Aug. 26 in our new school building.
B. Cunningham made a motion to adjourn the meeting.
M. Blasdale 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 10:15 AM.

Respectfully Submitted,

B. Kurie