

APPROVED

# ALMA *del* MAR

Alma del Mar

## Minutes

Board Meeting

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### Date and Time

Friday September 27, 2019 at 11:00 AM

### Location

Alma del Mar Charter School, 145 Davis Street, MA 02746

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### Trustees Present

B. Cunningham, C. Bator (remote), D. Eckert, G. Fortes, J. Baptist, J. Polk, L. Hicks, M. Rosario, V. Brown (remote)

### Trustees Absent

C. Arnold, M. Kay

### Guests Present

E. Darrow, W. Gardner

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## I. Opening Items

### A. Good + New

### B. Record Attendance and Guests

### C. Call the Meeting to Order

J. Baptist called a meeting of the board of trustees of Alma del Mar to order on Friday Sep 27, 2019 at 11:08 AM.

**D. Approve Minutes**

D. Eckert made a motion to approve minutes from the Board Meeting on 08-23-19 Board Meeting on 08-23-19.

L. Hicks seconded the motion.

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

**E. Approve Minutes**

B. Cunningham made a motion to approve minutes from the Alma del Mar Board of Trustees on 01-11-19 Alma del Mar Board of Trustees on 01-11-19.

D. Eckert seconded the motion.

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

**II. Executive Director**

**A. Executive Director's Report**

W. Gardner reviewed the Executive Director's Report.

L. Hicks asked about the progress of the Ottiwell Campus; the Board discussed the culture of the Middle School and the work that school leadership is doing to give scholars more ownership and to give scholars more feedback on their performance.

**B. Network and Campus Goals**

W. Gardner reviewed the Network and Campus Team goals for the 2019-2020 school year.

**C. Enrollment Plan Update**

E. Darrow described the process for updating Alma's Enrollment Policy and Growth Plan and when the Board will vote on this matter.

W. Gardner described the options for growth being considered.

The Board discussed enrollment and facilities options.

J. Polk brought up the importance of maintaining the quality of our educational program and continuing to improve the quality of our educational program as we grow.

**III. Development**

**A. Devo Com Annual Goals**

J. Polk reviewed the Finance Committee Goals

**IV. Finance**

**A.**

### **August FY20 Financials**

D. Eckert reviewed the August financials, including the new report structuring to break out the campus financials.

### **B. FY19 Draft Audit Report**

D. Eckert reviewed the draft audit report. The audit from FY19 had no findings.

### **C. BPB Term Sheet**

D. Eckert made a motion to authorize the Executive Director on behalf of the school to enter into a guarantee of borrowings by the Foundation consistent with the term sheet that the Board has reviewed, amended to delete the section titled disclosure.

L. Hicks seconded the motion.

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

## **V. Governance**

### **A. GovCom Annual Goals**

G. Fortes reviewed the Committee goals with the full board.

### **B. Trustee Expectations**

G. Fortes reviewed the Trustee Expectations.

J. Baptist asked that all Board members respond promptly via Board on Track to ensure that we can plan to have a quorum, and that Board members communicate changes in their attendance to her directly.

## **VI. Academic Excellence**

### **A. Academic Excellence Annual Goals**

A. Teevens, on behalf of Committee Chair Martha Kay, reviewed the Committee goals.

### **B. 2018-19 MCAS Data**

A. Teevens, on behalf of Committee Chair Martha Kay, reviewed Alma del Mar's MCAS results with the Board. Results will be reviewed in more detail at the next meeting.

## **VII. Closing Items**

### **A. Adjourn Meeting**

D. Eckert made a motion to adjourn the meeting.

G. Fortes 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 12:40 PM.

Respectfully Submitted,  
E. Darrow