APPROVED

Alma del Mar

Minutes

Alma del Mar Board of Trustees Meeting

Date and Time
Monday September 23, 2024 at 10:30 AM

Location
Alma Family Center, Fisher College, 777 Church Street, New Bedford, MA 02745

Anti-Racism Statement: Alma del Mar strives to be an anti-racist institution. We seek to dismantle racist and white supremacist structures in pursuit of justice and racial equity. We will fight against racism when we encounter it both within and outside of our school community. We will actively work to ensure that all of our community members, including scholars, families, and staff, feel included, celebrated and empowered. By resisting racism and white supremacy, we will lay the foundation to challenge all forms of oppression. ***Please read the Equity Lens Guidelines in the Opening Items below before the meeting.***

Trustees Present
A. Cortez (remote), C. Bator (remote), C. Holley, C. Wood, D. Melo, D. Prentiss, J. Korn

Trustees Absent
G. Fortes, M. Rosario, Y. Dennis

Guests Present
B. Kurie, New Bedford Cable Access staff member, T. DeLoach

I. Opening Items

A.

Equity Lens Guidelines

B. Record Attendance

C. Call the Meeting to Order

D. Prentiss called a meeting of the board of trustees of Alma del Mar to order on Monday Sep 23, 2024 at 10:44 AM.

D. Equity Moment

E. Consent Agenda Items

J. Korn made a motion to approve the minutes from Board of Trustees Meeting (VIRTUAL) on 06-21-24.
C. Holley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Wood	Absent
D. Melo	Aye
C. Holley	Aye
M. Rosario	Absent
A. Cortez	Aye
J. Korn	Aye
Y. Dennis	Absent
G. Fortes	Absent
C. Bator	Aye
D. Prentiss	Aye

II. REDI Plan 2024-2025

A. REDI Plan: Determining Which Areas to Work On Next

J. Korn asked that priority 2 is critical to ensure trustees are building up their own knowledge and educating themselves in order to make sure decisions are made with all the information.

D. Prentiss said that he and G. Fortes will connect regarding priority 2 and how to proceed with Alma's DEI Consultant for the Board Retreat in January, and other training opportunities.

D. Prentiss said that all committees are asked to include the REDI Plan in the next meeting discussion to ensure that they are embedded in the committees' goals and efforts, both meaningfully and efficiently.

III. Executive Director Report

A. Dashboard

D. Prentiss asked about the enrollment number being below target, and T. DeLoach reported that the team is working to fill those spots with children off the waiting lists, prior to October 1.

B. Executive Director's Report

T. DeLoach highlighted the staff retention data and having all school leader positions filled early which allowed for robust training and onboarding over the summer.

D. Prentiss asked about the priorities for each campus and the network, and whether they may be included consistently in the Executive Director reports this school year.

IV. Revised Policies & Handbooks for AY2024-25

A. Updated Enrollment Policy

C. Holley made a motion to approve the updated Enrollment Policy.
J. Korn seconded the motion.
J. Korn asked about whether a PO Box listed on the documents would suffice. B. Kurie will follow up for confirmation.
The board **VOTED** unanimously to approve the motion.

Roll Call

M. Rosario	Absent
C. Wood	Absent
C. Holley	Aye
G. Fortes	Absent
Y. Dennis	Absent
D. Melo	Aye
D. Prentiss	Aye
A. Cortez	Aye
C. Bator	Aye
J. Korn	Aye

B. Updated Title IX Policy & Procedures

C. Wood made a motion to approve the updated Title IX Policy.
C. Holley seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

C. Bator	Aye
G. Fortes	Absent
J. Korn	Aye
D. Prentiss	Aye
M. Rosario	Absent

Roll Call

C. Holley	Aye
D. Melo	Aye
A. Cortez	Aye
Y. Dennis	Absent
C. Wood	Absent

C. Scholars Experiencing Homelessness Policy

C. Holley made a motion to approve the Scholars Experiencing Homelessness Policy.
D. Melo seconded the motion.
C. Holley asked whether the policy is required by DESE

J. Korn asked that staff cross reference the Enrollment Policy and Scholars Experiencing Homelessness Policy to make sure they are in line with each other.
The board **VOTED** to approve the motion.

Roll Call

C. Holley	Aye
J. Korn	Aye
D. Prentiss	Aye
G. Fortes	Absent
M. Rosario	Absent
Y. Dennis	Absent
D. Melo	Aye
A. Cortez	Aye
C. Wood	Aye
C. Bator	Aye

D. Updated Bullying Prevention & Intervention Plan

D. Melo made a motion to approve the updated Bullying Prevention & Intervention Plan.
J. Korn seconded the motion.
C. Holley asked about how difficult it may be for staff to uphold the policy and procedures as written. T. DeLoach responded that there are systems in place to ensure staff are able to follow the procedures with fidelity.
The board **VOTED** to approve the motion.

Roll Call

G. Fortes	Absent
C. Bator	Aye
A. Cortez	Aye
Y. Dennis	Absent
C. Wood	Absent
D. Prentiss	Aye
J. Korn	Aye
C. Holley	Aye
M. Rosario	Absent

Roll Call
D. Melo Aye

V. Academic Excellence

A. AcEx Committee Update

J. Korn reported that the AcEx committee has met twice this school year, and welcomed three new committee members. He reported that the committee has been reviewing academic data and comparing it to other schools across the state. New members will be coming to visit the schools soon.

B. Academic Update: MCAS and Accountability Data

T. DeLoach shared that the embargo on state MCAS data will be lifted on Tuesday, Sept. 24th, and the board will receive a more robust analysis after that release. She reviewed the series of interventions that have been put in place over the past two-plus years. She reported that academic performance levels are not yet where we had hoped.

A few factors that we are considering:
- pandemic era gaps in learning
- significantly larger number of scholars taking MCAS
- introducing 50 new sixth graders each year = these scholars are coming to Alma from district elementary schools
- more novice teachers leading classrooms
Academic goals/metrics will be set after we obtain new baseline data from Q1 assessments and Alma will begin using Aimsweb for reading levels as a replacement for STEP, which is no longer available.

C. Holley remarked that the approach to setting new metrics is motivating and the right approach for the organization based upon the most updated data.

VI. Development

A. FY24 Fundraising Results

B. Kurie reported that we are looking for at least two new members for Development Committee, as well as trustee recruitment.

D. Mello asked what the profile of an Alma donor includes, as well as what donor engagement activities are being done.

D. Prentiss noted that the strategic plan may help inform strategic decisions in relation to fundraising.

VII. Finance

A. FY24 Budget vs. Actuals

B. FY24 Audit

J. Korn made a motion to accept the representations of management and the expression of the opinions made by Daniel Dennis & Company LLP as embodied in the combined financial statements and independent auditors' report for the year ended June 30, 2024. We also certify that the representations made by management and the disclosures in the combined financial statements are accurate and have been correctly and completely disclosed as required by accounting principles generally accepted in the United States of America and the Commonwealth of Massachusetts Charter School Audit Guide for the period ended June 30, 2024.
D. Melo seconded the motion.
C. Holley reported that the FY24 Audit was completed early this year and findings were favorable for the organization.
The board **VOTED** to approve the motion.

Roll Call

D. Melo	Aye
A. Cortez	Aye
G. Fortes	Absent
C. Holley	Aye
J. Korn	Aye
M. Rosario	Absent
D. Prentiss	Aye
Y. Dennis	Absent
C. Bator	Aye
C. Wood	Absent

VIII. Governance

A. Resignation of Yolanda Dennis from Board and Appointment to Advisory Council

C. Holley made a motion to accept the resignation of Yolanda Dennis from the Board of Trustees and to appoint Yolanda Dennis to the Advisory Council.
A. Cortez seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

D. Prentiss	Aye
J. Korn	Aye
G. Fortes	Absent
A. Cortez	Aye
C. Bator	Aye
C. Wood	Absent
M. Rosario	Absent

Roll Call

Y. Dennis	Absent
C. Holley	Aye
D. Melo	Aye

B. New Board Member Recruitment

D. Prentiss reported that Governance Committee does have a few prospects for new trustees.

C. Board Succession Planning

D. Prentiss shared that succession planning is critical including the appointment of a Vice Chair who would be able to be promoted to Chair next year. He asked all trustees to be reviewing succession planning and considering recruitment of members and their own involvement.

IX. Other Business

A. Strategic Plan Update

T. DeLoach shared an update on the strategic plan process with Bellwether. School leaders are within phase 0-1 information gathering, including a site visit earlier this month. Staff, scholar and family focus groups have been conducted as well as several senior leader one-on-one interviews. An email with the Board Focus Group scheduled meeting time and Zoom link will come out soon, so if trustees who didn't initially express interest in participating, but are able and willing to participate, may do so.

X. 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 12:01 PM.

Respectfully Submitted,
B. Kurie

Documents used during the meeting

- Equity Lens for Board Decisions and Committee Work.pdf
- Work Flow Outline for Board REDI Plan 2023-25.pdf
- September 2024 Board Dashboard - September 2024.pdf
- E.D. Report 09-23-24.pdf
- DRAFT 2024-2025 Alma del Mar Enrollment Policy.pdf

- Alma del Mar Title IX Policy and Procedures.pdf
- Alma del Mar Homelessness Policy 2024-25.pdf
- Alma del Mar Bullying Prevention and Intervention 2024-25.pdf
- Comprehensive_Donor_FY24.pdf
- Advancement Goals 2024-2025 (1).pdf
- FY24.June Budget vs. Actual.pdf
- ALMA Exit (1).pdf
- Alma Succession Plan for Board Leadership Roles.pdf