APPROVED

Alma del Mar

Minutes

Alma del Mar Board of Trustees Meeting

Date and Time
Monday March 24, 2025 at 10:30 AM

Location
VIRTUAL, on Zoom

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
C. Bator (remote), C. Holley (remote), D. Prentiss (remote), J. Korn (remote), J. Wallace, M. Rosa (remote), M. Rosario (remote)

Trustees Absent
A. Cortez, C. Wood, D. Melo, G. Fortes, J. Fox

Trustees who arrived after the meeting opened
J. Wallace

Guests Present

B. Kurie (remote), C. Burrell (remote), C. Fisher (remote)

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 Mar 24, 2025 at 10:30 AM.

D. Approve December 2, 2024 Board Meeting Minutes

D. Prentiss made a motion to approve the minutes from Alma del Mar Board of Trustees Meeting on 12-02-24.
J. Korn seconded the motion.
The board **VOTED** to approve the motion.

E. Approve December 16, 2024 Board Meeting Minutes

C. Bator made a motion to approve the minutes from December Board Meeting (Zoom) on 12-16-24.
J. Korn seconded the motion.
The board **VOTED** to approve the motion.

F. Approve February 3, 2025 Board Meeting Minutes

J. Wallace made a motion to approve the minutes from Alma del Mar Board of Trustees Meeting (IN PERSON) on 02-03-25.
J. Korn seconded the motion.
The board **VOTED** to approve the motion.

G. Approve Policy Updates

J. Korn made a motion to approve policies.
C. Holley seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Executive Director Report

A. Dashboard

Taylor draws attention to :

1. Out of school suspension rate at Ottiwell Campus-increased over the last several months, # of unique scholar suspensions percentage has gone up. Monitoring the situation with Director and Dean of Culture as well as with the principal. Working on support plans for those scholars. numbers will "stay flat" when while interventions are in place-scholars meeting expectations-Scholars saying threating things that compromises the safety of the school-non substantiated claims
2. Monitoring teacher retention and adult culture at Douglass Campus-over last 2 months, increase in staff departure regarding staff performance, been a struggle for over the last 2 years, more stability this year with proactive support, the performance based departures will cease. Offers are being made this week and next for new teachers and data will be made available for next school year, by the next board meeting.

B. Strategic Plan Initiatives

- In the strategic planning process for several months
- We have talked about the 3 priorities and how we will achieve our priorities over the next 5 yrs
- 3 strategic priorities-Cohesive K through 8 instruction -Cohesive and vertically aligned from K through 8th grade, Educator excellence- developing and retaining top talent, Network and role clarity- optimizing our organizational structure
- Explanation of all initiatives for each priority based on the Strategic Plan Initiative deck.
- Academic Excellence asking about the need for congruence and consistency between both schools
- First initiative, of priority 1, ex. Selecting curriculum materials already for curriculum map making sure they are vertically aligned. Very rare is there curriculum that spans K-8, Alexa and team did a great job of purchasing high quality curriculum over the last couple of years. ex. Singapore math approach-Think Math K-5, Illustrative math 6-8., draft of core principles that will be brought to the retreat for review.
- Last Initiative for priority 2 is what’s being focused on this year. because as part of our annual cycle we're talking to associate teachers in particular about their career prospects in the hopes that they are first in line for any lead teacher vacancies. Leaders are talking to our associate teachers to ensure that our associate teachers are really well prepared to step into the lead teacher role.-Turn over rate at Douglass campus increased with higher rates at the middle school level.
- Full Strategic plan for board's vote for approval will be available before next board meeting.

J. Wallace arrived.

III. Academic Excellence

A. Academic Excellence Update

- 3 new outside members-Jay Goldrick, Dr. Margo Moore, and Kun Wang
- Has a better structure with members than a yr ago
- Consistently engaged at the meetings
- Libby did an update on talent management
- Natalie-secondary school planning and updates, coming back in May to share the results
- Charter Renewal process-will be talked about at Mar 27th meeting. How can the committee be helpful with the process.

IV. Development

A. March 2025 Report

- Civics Fair- April 16, 5pm-6pm (asking for board representation)
- Achieved 99% of goal on private funding
- Wants to achieve 100% of board donations- deadline? will follow up

V. Finance

A. FY2026 Draft Budget

- Finance committee met to review the budget to vote in May/June.
- Highlighted Combined Budget Items
- Revenue: Tuition- 6.7% increase from DESE, rates stayed stable
- Fundraising- taken out of operating revenue, still a priority, dropped to non operating, provides cleaner reporting
- Expenses- staff salary, no increase to full time employee numbers from both campuses and network, did provide a 4% increase across the board
- Fringe Benefits-assumed a 10% increase, specifically for health insurance premium increase. Going to market, but won't have the numbers until the end of April. So it's already built into the budget to stay conservative
- No major changes in administration costs
- Instructional services- increased specialized contracted services line due to 2 positions that were a struggle to hire in house. Accounting for providing services from contractors for next yr, will continue to hire for those positions
- Operations-increase in utilities and all service provider rates, including funding for operations in the new property on church st.
- Overall, the budget is similar to last year

- Government funding-contingency remains at 2%. Projections have been stable over the last several yrs. Example- the food program is at no cost, in case something were to happen the nutrition program would still be provided.

VI. Governance

A. Committee Goals 24-25

J. Korn made a motion to approve committee goals.
J. Wallace seconded the motion.
The board **VOTED** to approve the motion.

B. Board Logistics

- Quorum met to get votes in
- Possible ideas to switch meeting times to "after work" hours for all members to attend.
- RSVP system- necessary to go through Board on Track to get all RSVPs, to ensure there is a quorum
- Attendance Policy for board members to adhere to. Info is forthcoming.

C. REDI Plan Update

Leah and Dave met to start working on the final phase of REDI plan

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 12:00 PM.

Respectfully Submitted,
D. Prentiss