

APPROVED



Forte Preparatory Academy

Minutes

Forte Prep Board Meeting

Date and Time

Wednesday April 17, 2024 at 6:30 PM

Location

- The Warwick Hotel (suite TBD) - 65 W 54th Street
 - 51-35 Reeder Street (Forte Prep campus)
 - Zoom
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Directors Present

C. Padula, E. Winn, F. Lin, J. Cordero (remote), J. Schilling, K. Mullen, L. Mendez, L. Rodriguez (remote), S. Song (remote), V. Abrams (remote), W. Yip

Directors Absent

None

Ex Officio Members Present

G. Browne

Non Voting Members Present

G. Browne

Guests Present

J. Smith

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

F. Lin called a meeting of the board of directors of Forte Preparatory Academy to order on Wednesday Apr 17, 2024 at 6:40 PM.

C. Approve Minutes

F. Lin made a motion to approve the minutes from 3/20/24 Forte Prep Board Meeting on 03-20-24.

E. Winn seconded the motion.

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

II. Finance

A. Review monthly actuals (March 2024)

Bryson Wilson joined to walk Board through the monthly actual and variances. Wilson introduced new Ed Tech staff member, J. Hisle.

Overall in a strong position financially.

B. Preview FY25 Budget

We'll need to approved the 2024-2025 budgeted at the June board meeting. Early conversation about budget categories and what our needs will be for next year.

III. Fund/Dev

A. Fund/Dev goals check in

Ellen and committee posed current question of whether or not we should put together a spring event, possibly in conjunction with groundbreaking for new building (date TBD) or the Middle School Showcase or decide to wait on an in-person event.

Discussed fundraising for sports and possible opportunities for local sponsorship from Queens-based restaurants, banks, etc. A number of board members shared their interest in leveraging personal connections with sports leagues, etc. to support FPA.

Ellen requested a volunteer from the board to lead the fund development committee given personal/professional demands on her time.

IV. CEO updates

A. April 2024 updates

Graham reported on the great deal of activities happening at the middle and high schools.

- Eclipse viewing
- Youth sports, e.g., Volleyball
- Women's History Month celebration with poetry, spoken word, etc.
- Prep rally for state exams, which are currently underway

Upcoming events:

- 5th/6th grade camping (May 13/14)
- 9th grade trip to Philadelphia (May 20)

Tomorrow (4/18): Arc Changers Webinar, encourage board members to join, 2-3pm EDT

Justin Smith provided an overview of the way FPA preps students for state exams (this year half are paper and half are virtual). Test prep embedded into curriculum and content, focus is on giving all students the skills they need to control the test content and gain confidence. Joyful!

Graham updated the board on the enrollment process for the 2024-5 school year. At this point in time, FPA is 64% enrolled for the new seats offered (244).

Overall in good shape, trending in the right direction, and applying lessons learned from prior years, especially for high school.

Update on facilities: continuing progress with due diligence process for Low Income Investment Fund (LIIF). Ongoing updates to design, HVAC plans and outfitting lab spaces with developer.

Update on fund development: \$192,000 secured from Bloomberg Philanthropies for Summer Boost (third year in a row). Request to Board for donations and consideration for ongoing campaigns: Mental Health Fund and support for youth sports (approximately \$25-30,00 needed each year to cover league fees, uniforms, and transportation for 3-5 teams each season).

V. 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 7:51 PM.

Respectfully Submitted,
E. Winn