

Meeting of the Board of Directors December 9th, 2014

Meeting Location: Academy of Career Exploration, 155 Harrison Street, Providence, RI 02907
Date & Time: December 9th, 2014, 4:30pm
Directors Present: Jane Nugent, Alan Neville, Kathy Fisher, Donna Paine, Phil Zarlengo, Denise DeBarros, Marion Hague, Kerry Altman
Others Present: Mario Cirillo, Randy Dittmar & Roger Ray, Dittmar, McNeil, & Ferolito, LLC., Vanessa Toledo-Vickers, Eileen Rapose
Directors Absent: Nicolette Ciano, Carmen Ferguson, Ela Silva, Roberto Garcia
Presiding Officer: Jane Nugent

I. Call to Order & Opening Remarks

Board Chair Jane Nugent called the meeting to order at 4:45PM.

II. Roll Call

III. Public Comment

There was no public comment.

IV. Chair's Opening Remarks

Ms. Nugent welcomed members of the 1st ACE Student Council and thanked them for attending the meeting. Mr. Walker, one of the teacher sponsors of the Student Council, provided an introduction of the purpose of the council, their progress in forming the group and what they hope to accomplish. Board members had a chance to ask questions of the students and get their input.

Ms. Nugent mentioned that we have 3 openings on the Board and are looking for people with three specific skills: financial, CTE, and fundraising.

V. Acceptance of Meeting Minutes

Mr. Neville moved and Mr. Zarlengo seconded the approval of the Tuesday, November 18th meeting minutes. The motion passed by unanimous vote of all members present.

VI. Budget Update

Mr. Dittmar distributed a budget proposal and discussed the cost of teacher substitutes and made a recommendation to amend the budget to move monies from salaries to the substitute and class coverage budget line since there is an under run on the salary budget because of a substitute filling a teaching position.

Ms. Hague moved and Ms. Altman seconded a motion to accept Mr. Dittmar's recommendation to move \$78K from salaries to the teacher substitutes and class coverage line. The motion passed by unanimous vote of all members present.

Mr. Dittmar's recommendation on the legal fees is to renew the contract and roll over the current overrun into the next contract. There was discussion around the legal services we receive



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and the items that were not covered in the current contract and were billed separately from that contract.

Ms. Paine moved and Mr. Zarlengo seconded a motion to re-new the legal services contract with clarification regarding any other items not included in the contract. The motion passed by unanimous vote of all members present.

VII. Discussion/vote regarding proposed By-law changes to comply with RIDE Renewal Conditions

Ms. Nugent explained that the Executive Committee voted to make a change to the by-laws to eliminate the language that referred to the incoming freshman summer school requirement in order to meet the RIDE renewal conditions. This change was posted on the Secretary of State's web site to meet the required thirty day posting period.

Mr. Neville moved and Ms. Hague seconded a motion to accept the change to the by-laws as outlined in the minutes of the Executive Committee Meeting. The motion passed by unanimous vote of all members present.

VIII. Discussion/vote regarding By-Law Changes for Compliance with State Law

Ms. Nugent explained that Mr. Plain has reviewed our by-laws to ensure compliance with State Law and we would like to set up time in January for him to walk us through the proposed changes during a pre-board meeting workshop. This workshop needs to be posted just like any other meeting of the board of directors.

IX. Head of School Report

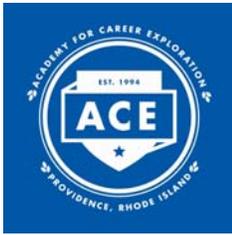
a) Student Performance Data

Dr. Cirillo introduced Eileen Rapose, our Math and Science curriculum consultant from East Bay Collaborative. He explained how Eileen works with our teachers and how they use the data to inform instruction and curriculum content. Eileen shared a presentation and longitudinal data on mathematics and the progress we are making in moving student proficiency in the right direction. Board Members had a chance to ask questions and discuss progress and how the data may correlate to improvements in standardized test scores. Dr. Cirillo mentioned that the data is also being use to set SLO's that are measurable and attainable.

b) Fundraising Update

Dr. Cirillo distributed a fundraising summary that reflects \$27,473 raised to date which puts us at 46% of our target. He also mentioned that the changes in personnel and responsibilities within the organization have put us in a situation where we don't have the focus on grants that we used to. Any help we can get from the Board on this is appreciated because we are stretched.

Dr. Cirillo mentioned his continued desire to set up an educational foundation for ACE. In the spring he would like to invite a number of key people with capacity to



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attend a gathering where we pitch them on what we are trying to do and ask them to contribute to the fund. Ms. Nugent mentioned that the other ideas are; grant writer, Board Member with capacity/contacts, and getting back out there reaching out to organizations that might have an interest in funding the CTE Pathways. There was also discussion about the importance that a 100% of Board Members contribute financially to the school based on their ability.

c) New Marketing Materials

Dr. Cirillo shared a copy of new materials developed for the upcoming recruitment fair.

X. RIDE Conditions Update

A letter will be mailed to Drew Allsopp tomorrow requesting that the three conditions the ACE Charter Renewal listed below be removed based on the attached evidence that the conditions have been met before December 15th, 2014.

- 1. Academy for Career Exploration Board of Directors must establish practices for holding the school leader accountable as set forth in Standard 2.1.a.4.**
- 2. Academy for Career Exploration Board of Directors must establish policies for fiscal management and controls as set forth in Standard 2.1.a.5.**
- 3. Academy for Career Exploration Board of Directors must align its board practices to its bylaws as set forth in Standard 2.1.a.6**

There was also mention of the progress to date regarding the MOU with PPSD.

XI. Strategic Plan Update

Ms. Nugent explained that we will divide the strategic plan into five big areas based on the work of the sub-teams: 1) Fiscal (budget, fundraising), 2) HR/Personnel (climate, professional development, certification as CTE), 3) Curriculum (Academic performance, CTE Model), 4) Parent/Families/Students/Community Engagement, 5) Governance.

She proposed that the Board have two meetings to develop a directional statement.

XII. Inspiring Story / Anecdote

Dr. Cirillo shared the story of the students currently participating in the Explorers Program.

XIII. Other/New Business

No other business was discussed.

XIV. Adjourn

Ms. Altman moved and Ms. DeBarros seconded a motion to adjourn at 6:48 p.m. The motion passed by unanimous vote of all members present.