Boston Day and Evening Academy

Board of Trustees Minutes

Tuesday, March 20th, 2018

**Attendance:** Connie Borab, Margie Samp, Alison Hramiec, George Cox, Danny Rivera, Cris Rothfuss, Liliana Mickle, Toni Elka, Spencer Blasdale, Lyndon Vincent

**Others in Attendance:** Elizabeth Stasiowski, Janet Platt

**Clerk:** Rita Gehrenbeck-Shim

**Call to Order/Welcome:**

Liliana called to order at 5:42pm

Seconded by Borab

Approved by Board.

**Approval of November minutes:**

Reduction of minutes detail for official report

\_\_\_\_\_ called to vote.

Seconded by \_\_\_\_\_.

Approved by Board.

January minutes not approved, will wait until next meeting for summary to be reviewed and submitted

**Finance Subcommittees and Financial Health (Elizabeth Stasiowski):**

* Insource financial representative Elizabeth Stasiowski provide a presentation to the board, an overview of BDEA’s financial accounts and SY18 budget spending to date. New work with Insource, report on financial health
* New service will be working with the BDEA team to improve previous issues around reporting, provide detail of expense tracking, monthly closing procedure and ensure internal controls were streamlined
* On regular basis they could provide quick overview statements for Board purposes
* School is in an excellent cash position, ~$880,000 in cash (savings account), likely closer to $1M (still gathering all the materials)
	+ Finance Subcommittee: discussion of putting cash savings in high interest brokerage account

**Board Development Subcommittee (Danny & Alison):**

* Board Breakfast planned for 4/26, invites going around, Goals: bring awareness to BDEA, shine spotlight on our students, connect with others in city, build from here in the future, break bread with one another
* Next potential fundraising opportunity: World Ocean School partnership
	+ BPS funding from last year did not come again
	+ Development subcommittee presented idea of raising funds through a fundraiser on the Roseway (provided by WorldOcean)

**Head of School Subcommittee (Liliana):**

* Survey (on 4 standards) will be sent to staff, share results to executive committee and used for goal development for next year.
* Formative evaluation was completed and inputted into EDFS

**Head of School Updates:**

**Review Progress on BDEA’s Redesign Pilot, School Updates**

* Redesigning for young men that are far from graduating. Barr Foundation grant (Engage New England) $750K over 3 years. Small pilot in year 1, building from there, by year 3 redesigning regular BDEA model
* Presented some of the key differences in the pilot. Day broken into 2 parts--project-based in AM, self-paced learning in PM (with content specialists present). Crew model. Focus on resume building activities in/out of school--network toward career after HS. Overstaff at the outset, build enrollment by year 3. Growth of space over next 5 years, hopefully Pilot at the new Dearborn.

**Data Presentation of BDEA Attendance Data for SY18**

* Attendance updates: class average attendance reporting out. 70+%, 30-70%, below 30%. Goal to increase 70+ and 30-70, decrease below 30. See best work in Project month (part of target for pilot).
* Board discussion on how to improve attendance. How can we continue to decrease the SST to student ratio. For alternative schools this ratio is usually 1 staff to 25 students. BDEA’s SST ration is 1:75 students because of long term funding cuts from district.

Food service:

* Food truck Tuesdays going well. About 100-125 lunches on Food Truck Tuesday vs. 20 on a normal BPS lunch day.
* Kitchen renovation still on BPS radar

**Graduation April 5th.** Danny will provide board welcome, Eliosia Depina is graduation speaker- past student of Danny. 17 graduates - many young men for this graduation!

**New Business:**

* No new business

**Adjourn:**

Toni moved to adjourn the meeting at 7:50 pm.

Seconded by Margie.

Approved by Board.