

## **BOARD OF DIRECTORS MEETING MINUTES**

### **August 24, 2017**

#### **Call to Order / Roll Call**

President/CEO Margaret Fortune called the meeting to order at 5:07 pm. Board Secretary Michelle Grace called the roll:

Eleanor Brown: Present      Paulette Brown Hinds: Present      Bertha Gorman: Present  
Scott Loehr: Present      Rick Rubino: Present      Ollie Watson: Present  
Quorum reached.

**President/CEO Margaret Fortune led the flag salute.**

#### **Adoption of Revised Board Meeting Agenda**

Member Watson made a motion to adopt the revised Board Meeting agenda as published. The revision was adding a 2016-17 Smarter Balanced Assessment Consortium (SBAC) data presentation. Member Loehr seconded.

Roll call vote:

Brown: AYE      Gorman: AYE      Loehr: AYE      Rubino: AYE      Watson: AYE  
Motion carried.

Member Brown Hinds arrived at 5:11 pm.

#### **Public Comment**

None heard.

#### **2016-17 Smarter Balanced Assessment Consortium (SBAC) Data Presentation**

Matt Taylor, Director of Data & Analytics, presented the item. Data has been received from the state from spring, 2017 assessments. It appears after a cursory review of the data that the results state-wide are flat – a 1% increase – from 15-16 to 16-17. All schools in the Fortune network have growth in English Language Arts from 15-16 to 16-17: 5% at Alan Rowe College Prep; 9% at Ephraim Williams College Prep Middle School; 4% at Fortune School; 3% at Hardy Brown College Prep and 2% at William Lee College Prep. Hazel Mahone College Prep did not have a testing grade in 15-16, so there are no data to compare. Math results followed a similar pattern, with all schools increasing with the exception of Hardy Brown College Prep. Because results were just received, the Curriculum and Instruction team has not yet had the opportunity to perform an in-depth review of the data. English Language Arts was an organizational priority across the organization in 16-17. Fortune School students outperformed students in English Language Arts in neighboring districts, including Elk Grove USD, Natomas USD, Sacramento City USD and San Bernardino City USD, and has surpassed average statewide results in English Language Arts. The focus has moved to math for 17-18; staffing changes and curriculum adjustments have been employed as it relates to mathematics. The focus on mathematics is expected to produce similar strong results.

**Approve July 31, 2017 Meeting Minutes**

Member Brown Hinds made a motion to approve the July 31, 2017 Board Meeting minutes.  
Member Brown seconded.

Roll call vote:

Brown: AYE                                      Brown Hinds: AYE                                      Gorman: AYE  
Loehr: AYE                                      Rubino: AYE                                      Watson: AYE

Motion carried.

**Approve Revision to Board Meeting Dates for 2017-18**

Michelle Grace, Chief Operating Officer, presented the item. Each year, 5<sup>th</sup> grade scholars from all Fortune schools participate in a field lesson to the Learn by Doing Science Lab at Cal Poly San Luis Obispo. As Cal Poly is now conducting visits to the lab on Wednesdays only, the field lesson for 2017-18 has been scheduled for April 18, 2018. Due to the length of travel associated with the field lesson, and because the April 19, 2018 Board Meeting is scheduled to take place at Hardy Brown College Prep, staff requests that the April, 2018 Board Meeting be moved back one week to April 26, 2018.

Member Brown made a motion to approve the revision of the April, 2017 Board Meeting date.

Member Watson seconded.

Roll call vote:

Brown: AYE                                      Brown Hinds: AYE                                      Gorman: AYE  
Loehr: AYE                                      Rubino: AYE                                      Watson: AYE

Motion carried.

**Ratify 2017-18 Student-Parent Handbooks for Charter Schools**

Michelle Grace, Chief Operating Officer, presented the item. Student-Parent Handbooks were workshopped extensively during Leadership Retreat, held during the summer with Cabinet members. Major changes for 2017-18 include the inclusion of the Attendance Policy, revisions to the Dress Code, and revisions to the Discipline Matrix. There are currently four handbooks: Hardy Brown College Prep K-8; Fortune School K-8; Ephraim Williams College Prep Middle School 6-8, and Rex & Margaret Early College High School grade 9. These handbooks were provided to all parents at Orientations at each campus on August 19, 2017.

Member Rubino made a motion to ratify the 2017-18 Student-Parent Handbooks for the Charter Schools.

Member Loehr seconded.

Roll call vote:

Brown: AYE                                      Brown Hinds: AYE                                      Gorman: AYE  
Loehr: AYE                                      Rubino: AYE                                      Watson: AYE

Motion carried.

Member Rubino made a motion to amend the agenda to move the Brown Act Workshop up on the agenda due to time constraints on behalf of the presenter.

Member Brown seconded.

Roll call vote:

Brown: AYE                                      Brown Hinds: stepped out                                      Gorman: AYE  
Loehr: AYE                                      Rubino: AYE                                      Watson: AYE

Motion carried.

## **Brown Act Workshop**

Jerry Simmons, Legal Counsel from Young, Minney & Corr, LLP presented a Brown Act Workshop to all members of the Board and Corporate Officers as required every two years. The workshop covered all aspects of Brown Act and included a Q&A session at the conclusion of the training.

Member Brown Hinds left at 6:55 pm following the Brown Act Workshop.

## **Approve Opening New Bank Account – Chase Bank, San Bernardino, CA**

Bonnie Bensen, Chief Financial Officer, presented the item. Hardy Brown College Prep currently collects revenue from school lunch payments, After School Program, fundraisers, etc. and sends the deposit to Sacramento to be processed. This requires the additional steps of purchasing money orders and mailing the money orders to Sacramento to be processed. Opening a bank account locally would enable the Principal and Assistant Principal to take the deposit directly to the bank thereby eliminating the additional steps, which would increase efficiency and reduce the time it takes for deposits to be credited to the account.

Member Loehr made a motion to approve opening a bank account at Chase Bank in San Bernardino for Hardy Brown College Prep's cash deposits.

Member Rubino seconded.

Roll call vote:

Brown: AYE                      Gorman: AYE                      Loehr: AYE                      Rubino: AYE                      Watson: AYE

Motion carried.

## **Update: Reallocation of Special Education Funds**

Bonnie Bensen, Chief Financial Officer, presented the item. At the June, 2017 Board Meeting, a resolution to allow the reallocation of Special Education funds was approved by the Board, with the commitment to return to the Board with the actual figures once the books were closed on the academic year. The total reallocated from Hardy Brown College Prep to Fortune School was \$6309.56 in state funds, and \$25,795 in Federal IDEA funds. No action is required; this is an update.

## **Approve Unaudited Actuals for 2016-17 for Rex and Margaret Fortune School of Education**

Bonnie Bensen, Chief Financial Officer, presented the item. The Board received the unaudited actuals for 2016-17 for the organization. The packet included balance sheets, as well as revenue and expense detail for the year.

Fund 1: Higher Education / Charter Management Organization: All programs operating under this fund had an excess of revenue over expenses of \$96,531.62 for the year.

Fund 3: Old fund which is no longer active; there is equipment listed under this fund that has been fully depreciated. Fund 4 is inactive as well.

Fund 5: Fortune Charter in Sacramento (all Sacramento schools are consolidated into Fund 5): All programs operating under this fund had an excess of revenue over expenses of \$544,868 for the year. Individual school site break downs were provided as well.

Fund 62: Hardy Brown College Prep: HBCP had an excess of revenue over expenses of \$192,617 for the year.

The overall total of revenue over expenses for 2016-17 for the organization is \$834,017. Highlights that contributed to the positive balance: Attendance at P2 generated \$70,000 in Local Control Funding Formula (LCFF) funds; William Lee College Prep/Ephraim Williams College Prep Middle School was purchased in May, 2017 – when the new lease began, it started on July 1, 2017, resulting in a \$35,000 rent savings for the month of June, 2017; various programs did not expend all of their budgets; salary savings were a significant part of the positive balance as salaries are projected looking at potential sub

costs when absent, benefit costs, etc. as well as vacancy savings - approximately \$118,000 of the balance comes from salary savings; an \$11,000 permit fee refund was received from the City of Sacramento; approximately \$39,000 in WASC Accreditation fees were not expended as planned but are likely to be expended in 2017-18.

Member Watson made a motion to approve the 2016-17 Unaudited Actuals for Fortune School of Education.

Member Gorman seconded.

Roll call vote:

Brown: AYE                      Gorman: AYE                      Loehr: AYE                      Rubino: AYE                      Watson: AYE

Motion carried.

Upcoming Meeting: October 19, 2017 – 5:00 pm

LOCATION: Alan Rowe College Prep – 9424 Big Horn Blvd. Elk Grove, CA 95758

There being no additional business, the meeting was adjourned at 7:18 pm.

Submitted by:

A handwritten signature in black ink that reads "Michelle Grace". The signature is written in a cursive, flowing style.

Board Secretary