

AGENDA

Achievement First (AF) Brooklyn Executive Committee Meeting

Tuesday, May 7, 2024 12:30-1:30 pm

Zoom link: <https://achievementfirst.zoom.us/j/84811295948>

I. Call to Order

Ms. Coquilletto called the meeting to order at 12:32.

Attendees:

AF Brooklyn Trustees: Romy Coquilletto, Chris Lynch, Paul Cabana, Amy Arthur
Samuels and Akeem Frett
AF Staff: Shannon Miller

II. Public Comment

There were no members of the public present.

II. Approval of Minutes:

The committee approved the meeting minutes from January 9, 2024, March 5, 2024 and April 4, 2024.

III. Committee Business

Romy Coquilletto began by thanking Paul Cabana for agreeing to serve as vice chair and outlined key agenda items, focusing on improving the Executive Committee's function and effectiveness. Mr. Cabana noted the committee's lack of structure and reactive nature, suggesting it could be better used for planning and administration.

The group discussed setting a proactive agenda for the next school year by reviewing past successes and proposing topics for future meetings. Chris suggested repeating successful formats like inviting high school principals or parent groups, while Shannon emphasized the need to consider the network's perspective. Additionally, the group highlighted the benefits of having visitors at meetings, reducing the focus on finance, and incorporating data and accountability in discussions. With a stable leadership team, they plan to track academic performance and ensure it aligns with their proactive meeting agendas.

Chris Lynch proposed to invite the network in the first quarter of the year to discuss teacher retention and recruitment, and kindergarten enrollment issues. Ms. Coquilletto suggested a broader discussion with the Board to ensure they agree on these issues. Mr. Cabana proposed

creating a draft of five meetings for the next year to proactively plan and address long-term topics, such as academic performance and teacher retention. Amy Arthur Samuels shared her thoughts on the board's evolution and the need for open and honest discussions.

The group discussed board membership and the need for a diverse set of skills. They decided to prioritize developing their own board pipeline, with Mr. Lynch agreeing to reach out to two potential members. Ms. Coquillette also noted that Shawn Warren had stepped down from the board, leaving them with four fewer members than at the beginning of the year. The team emphasized the importance of ensuring all board members are engaged and committed, and they planned to recruit new members with relevant skills and ties to Brooklyn.

The group discussed ways to improve their school tour program. They agreed to visit schools with specific focuses, such as academic performance or facility issues, to align with their long-term board topics. Ms. Coquillette proposed having a parent representative on the board to increase parent involvement and provide a broader perspective. Ms. Samuels raised concerns about choosing the right parents for these roles, as they might only address issues within their own school's purview, not broader network-wide concerns. The team agreed to explore ways to aggregate parent feedback from larger school associations to provide a more comprehensive view.

Chris revealed plans to follow up with Omar regarding the first draft of the budget, aiming to provide more detail for the Finance Committee and the board approval process. Shannon agreed to send Romy the date of the Finance Committee meeting, which was not available on her screen due to Zoom's restriction. Romy, Amy, and Chris decided not to hold a board retreat this summer, with a potential one planned for January. Romy suggested the idea of inviting a guest speaker for future board meetings to educate the team. The next meeting was adjourned after finalizing the discussed points.

IV. Adjourn

The meeting was adjourned at 1:00 pm