

**Minutes**  
**Achievement First (AF) Brooklyn**  
**Executive Committee Meeting**

Tuesday, December 17, 2024 - 12:00 - 1:00 pm

Zoom link: <https://achievementfirst.zoom.us/j/88087940020>

Attendees: Romy Coquillette, Paul Cabana, Chris Lynch, Amy Arthur Samuels, Akeem Frett

AF Staff: Shannon Miller

**I. Call to Order**

Romy Coquillette called the meeting to order at 12:03 pm.

**II. Public Comment**

**III. Board Business**

A. Approval of meeting minutes

1. 10/22/24 Meeting
2. 12/9/24 Meeting

Romy asked the board members if they had reviewed the minutes from the previous two meetings. Having all reviewed, Romy asked for a motion to approve the minutes. Paul Cabana motioned, Chris Lynch seconded. All in favor, non opposed or abstained.

B. December 10 meeting debrief

Romy brought up a key follow-up item from the special education discussion — specifically, whether AF New York could implement a financial incentive (mentioned as a \$5,000 bonus) for teachers to become certified in special education. While this incentive is reportedly used in Connecticut and Rhode Island, clarification is needed as to whether those programs are run by AF or by competing organizations. Shannon agreed to follow up and ensure this item is addressed in the upcoming talent-focused board meeting.

Chris emphasized the importance of a broader discussion on the staffing model, including how AF compares to competitors, average teacher tenure, compensation models, and how staffing structure impacts outcomes. Shannon shared a preliminary outline for the upcoming board conversation on talent, which will be led by Ru, AF's Chief People Officer. The outline will include context around charter school labor markets, AF's current talent strategy, and future plans. Chris requested that the conversation focus more on forward-looking strategy rather than just historic context. Romy and Paul echoed this point, noting the need for time in board

meetings to discuss strategic implications, not just data presentations. Shannon noted that historical information will be included in pre-read materials, with meeting time focused on future planning.

The committee agreed it would be helpful to preview the draft outline of the upcoming talent discussion in advance. Due to the holiday break and short planning window, Shannon explained that pre-reads would likely be shared closer to the board meeting in February, but she would do her best to provide early visibility.

#### C. February 11 meeting planning

Romy requested that a school-based leader, preferably a principal, present at the next board meeting to reconnect the board with day-to-day school leadership. Shannon agreed to identify a strong school voice for the mission moment.

Romy also noted that a strategic discussion on Voyager should be included in the February meeting, alongside the talent presentation. Shannon confirmed it's on the draft agenda.

Chris raised a question about the Facilities Committee motion at the last board meeting. He appreciated the depth of discussion and the awareness of risks, particularly those raised by Brandon. The committee discussed the opportunity cost of the recent facilities decision and emphasized the importance of understanding how major financial decisions impact future flexibility. While it was generally agreed that the decision was sound, there was consensus that the implications of such investments — including enrollment expectations — should be clearly articulated in future discussions.

#### D. Board Pipeline updates

The board entered executive session at 12:30 pm to discuss board pipeline updates and succession planning. The board exited executive session at 12:43 pm.

### **IV. Adjourn**

The meeting adjourned at 12:45 pm.