

Minutes
Achievement First (AF) Brooklyn
Executive Committee Meeting

Friday, March 14, 2025 - 10:00 - 11:00 am

Zoom link: <https://achievementfirst.zoom.us/j/87262798070>

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

AF Staff: Shannon Miller

I. Call to Order

Romy Coquillet called the meeting to order at 10:02 pm.

II. Public Comment

There were no members of the public present.

III. Board Business

A. April meeting Review

Romy shared highlights from her conversation with Lisa Margosian about the upcoming April 8 board meeting agenda. She emphasized the importance of giving sufficient time to the academic update, as there had not been one at the last meeting. Interim and mock state test results will be a focus.

Chris requested a visual reference showing the cadence of assessments throughout the school year—interim assessments, mock tests, and state tests—to help board members better understand the academic timeline. Romy agreed and encouraged its inclusion as a pre-read for the meeting.

Romy proposed postponing the college and career update until the next board meeting, as many students will not yet have finalized post-secondary decisions by April. The group agreed, and Paul suggested including insights about students pursuing non-college pathways. Shannon noted she would pass this along to the academic team.

Romy raised the need for a clearer preview of key budget drivers ahead of the board's discussion. Chris Lynch agreed and outlined four core metrics that would be helpful for the board to review:

1. Projected per-pupil revenue

2. Compensation assumptions
3. Non-personnel expenses
4. Any anticipated surplus or deficit

Chris and Romy emphasized the importance of separating operational budget assumptions from discretionary or strategic investments. They agreed the board should first understand the financial picture before deciding on how any surplus would be allocated.

Shannon shared that she is reworking the mission moment and is exploring options beyond college and career. Chris suggested featuring Directors of School Operations (DSOs), given the strong presentation from a DSO at a recent school visit. Romy recommended Regional Superintendent Alicia Harper as another excellent option, noting her success in scaling strong practices across multiple schools. Shannon appreciated the ideas and will follow up.

B. Board Pipeline updates

Romy provided an update on Keith, a recent board meeting attendee. He is interested in joining the board. Romy and Paul agreed that Keith should be invited to the next board meeting as an official candidate.

C. Other Updates

Akeem raised concerns about underutilization of marketing and social media to highlight school achievements, particularly referencing recent student athletic successes. Romy and Shannon agreed and confirmed that this feedback had been shared with AF's communications team. They emphasized the importance of celebrating accomplishments publicly and more consistently across platforms.

Romy noted the need to carve out time in upcoming board meetings for tour reflections and to share upcoming end-of-year celebration opportunities. Shannon will incorporate that into the agenda.

IV. Adjourn

The meeting was adjourned at 10:38 am.