

ASDF Board Retreat Business Meeting Minutes

Date: June 2, 2021

Present: Julie Ambrose, Vicki Newhard, Dan Bosket, Josh Dodd, Maria Tjeltveit, Dennis Blankowitsch, Mike Bruckner, Ellen Kern, Kay Kurtz, Jane Marks, Rashid Santiago, Rob Schmidt, John Stevens, Ralph Todd, Tonya Harris, Don Hinkle, D’Nese Sokolowski, Erika M. Sutherland, and Dr. Marilyn Martinez (Interim Superintendent, by Zoom)

Call to Order and Welcome

Meeting was called to order by Dan Bosket at: 8:06 AM
Dan welcomed everyone to Anna Mae Hays Elementary School

Approval of April Minutes

Motion: 1st Mike, 2nd John

Conclusion: Approved

Maria Tjeltveit

Governance Items

Dan Bosket

Election of New Board Members

Dr. D’Nese Sokolowski (Ob Gyn, particular interest in art and music), Dr. Erika M. Sutherland (Spanish professor and engaged with Hispanic community), Mr. Donald Wieand (lawyer; in absentia)

Motion: 1st John 2nd Kay

Conclusion: Approved

Re-election of Board Members to 2nd Term

Michael Bruckner, Joshua Dodd, Tonya Harris, Peter Kareha (in absentia) Ralph Todd
Dan thanked them

Motion: 1st Rob, 2nd Don

Conclusion: Approved

Election of Officers for 2021-2022

President: Dan Bosket, Vice President: Angela Nolan, Treasurer: Joshua Dodd, Secretary: Maria Tjeltveit

Motion: 1st Dennis 2nd Mike

Conclusion: Approved

Election of Governance Chair

Rashid Santiago

Motion: 1st John, 2nd Jane

Conclusion: Approved

Treasurer’s Report

Josh Dodd

Approval of April 30, 2021 Financials

- Grants much lower
- High Notes Gala: Much more profitable because revenue down but expenses way down
- EITC close to meeting our goal (\$50,750 out of \$65,000)
 - Embassy bank delayed. Might receive next fiscal year

- Annual Appeal higher than expected
- Scholarship and Conduits: we don't set goals
- Grant category: take 10% for overhead (staff) 20% of EITC.
- Nothing taken for overhead for Conduit grant for \$2 million +
- Dieruff theatre lighting: Trexler Trust grant for \$40,000
- Have to have a second audit \$15-\$20,000 for conduit grant, whose source was federal funds for air purification etc.

Approval of 2021-2022 Budget

21-22 Budget draft

Income:

- Need to reengage donors
- Conservative budget. Grants lower
- EITC higher based on numbers before COVID
- Conduit: target of \$4500 of overhead expenses 1 1/2%, based on past numbers
- Annual Appeal moving up. Will have in-person High Notes Gala
- Targeting United Way (esp. Air Products)

Expenses:

- (Some program expenses are already in Fund Balance)
- Overhead: structural deficit of \$23,600
 - Had \$100,00 grant for overhead. Used some but will use more to close the gap
- Recommending 4% increase in wages because of inflation (starting in January, because of overhead).

Mike asked about deficit. Josh: We have the money in fund balances (on balance sheet)

Dan: Total income page Riverview Bank listed twice? Josh will review. [It was listed twice. The 2017-2019 EITC average annual funding is \$87,500. The budgeted amount is \$84,750 (unchanged) the "New EITC Donor" budget amount was increased by \$4,000.]

Motion to approve April Treasurer's Report and 2021-22 Budget: 1st Kay, 2nd Ralph

Conclusion: Approved

Dan has a call in to the County about unintended consequence of the \$2mill pass through

Wotring Scholarship-2-year recipient

This is a scholarship for 5 students a year for 4 years of college A Dieruff student has enough credits to go to a 4-year college and graduate in 2 years. Verifying that Spelman University will take all 60 credits.

Motion: To give 4-years of funding for a Dieruff student to be spread over a reduced number of years based on Spelman's decision about accepting credits. (budget neutral)

Motion made by: 1st Don, 2nd Kay

Conclusion: Approved

Interim Superintendent's Report (by Zoom)

Dr. Marilyn Martinez

- Excited to be leading ASD
- She has over 25-year career in urban education: Teacher of ELL; Assistant Principal; Principal; Regional Superintendent
- Fascinated by number of home-grown staff committed to improving ASD

- ASD Successes: Middle School Initiative
 - 34+ 8th graders earning 3-6 college credits. High expectations for college, career readiness.
 - Transformation partners chosen: Catapult Learning; Mass Insight; West Ed.
 - Other districts coming to look at middle schools to see what they are doing
- Academic Team focusing on Summer Learning Program to close the education gap.
- Improving academic program for 2021-2022
- ASDF: excited for the things we are doing
 - Reading program. Need to be strong focus for K-3
 - TIG: would like to motivate teachers to align with ASD goals. Role model and coach for other teachers.
 - Our investments will really continue to make a difference in ASD.
 - Focus on instruction, student achievement, regardless of starting point and meeting them where they are.
 - Our programs are matching ASD strategic plan

Dan asked about filling the budget gap.

Fiscal team working on budget to align with needs. Budget public. Welcome suggestions. Doing diligent job to further close the gap and address instructional programing.

Dan commented that ASDF funding will continue to be important for programs.

Executive Directors' Report

Julie Ambrose

Mission Moments

- Ms. Lana Gonzalez Legacy project Mural designed and painted by students: Diversity & Resilience
- Scholarship Awards: Caravans with fire trucks going to recipients' homes, June 9
 - 54 Scholarships: Building 21, Dieruff and Allen High School seniors
 - Donors invited to go along
- Social Media: promoting EITC gifts masks, Mayfair on Facebook, Twitter, Linked In
 - Encourage Board members to Like, Follow, Tweet comment share promote (so people in our networks will see things as well)
- Contributions Update
 - Richard and Joyce Zimmerman Memorial Scholarship Fund-new \$37,000
 - Worting Scholarship \$76,901.68
 - Karoly Scholarship 1000
 - Bill Wood Track Scholarship
- Iron Pigs: Philling the Need August 5, School Supplies Collection for ASDF. We have passes for concourse.

Mayfair

- Digital program ad
- Over 25 people contributed to staff booth and set up/take down.
- 90 volunteer hours plus staff hours
- \$1635.34 (odd dollar number because Square charges)
- Special thanks to Debora Roberson, Ian Butz, and Sylvia Roth, the framer, and others.

Maria raised issue brought by Mayfair attendee: Students rights over the artwork that is sold.

Julie had asked Debora Roberson who said it had been discussed. All students (parents) sign something to say we can use their art. Benefit from being in the program and art displayed. All artists keep their original art.

Erika, Tonya, Maria, and Rashid would like to be part of a discussion about this. Will look at past discussions and ways to communicate any possible policy changes.

Operations Update

- Some standard operating procedures
- Thanked Vicki for all her knowledge and work
- Increasing use of Donor data base
- United Way: Trying to understand their system, how donations come in and our acknowledgement of those gifts is done properly

Summer Intern

Planning to apply through Workforce Investment Board

No applicants yet. Would like ASD grad if possible

We give \$100/week. At least \$10/hr up to 40 hrs/wk. Workforce pays the rest. June-August

Administrator's Items

Vicki Newhard

Asked Board members to sign: Commitment to Serve Form and Conflict of Interest Annual Statement Binders: Gave to new and newest board members (Maria, Rashid, Rob)

Additional Items

Dr. Stevens proposed that, for fundraising purposes, having past presidents listed as emeritus status on stationary for ASDF (or just listed as "past presidents")

It was suggested that we would let the Executive Director decide

Kay: should we have business cards for ASDF Board members (not individualized)?

Josh: include QR code to website on cards

Charter School Funding

Dr. Stevens: What are our thoughts as ASDF? Should we be communicating as a board?

Dan: Can do as individual private citizens

Ellen: Can't see the Board taking a position without vetting both sides. Would need a legislative committee to study. At some point, the School Board approved the relationship with charter schools.

Meeting Adjournment

Motion: 1st Josh, 2nd Dr. Stevens

Conclusion: Approved

Business meeting adjourned at 9:26 a.m.

Next Meeting: August 5 8:00 a.m. Location or Zoom TBD