



Board of Directors Meeting

February 5, 2024

General Session

I. Preliminary

- a) Welcome Visitors
- b) Roll Call
 - i. Ms. Akerly – Presiding
 - ii. Ms. Tracy – Administrator
 - iii. Ms. Manuel
 - iv. Ms. Horne
 - v. Ms. Manuel
 - vi. Ms. Kirkbride - Absent
- c) Reading of team norms by Ms. Horne
- d) Approval of last meeting minutes
 - i. Motion to approve last meeting minutes by Ms. Akerly, seconded by Ms. Manuel, followed by a unanimous vote
- e) Approval of Tonight's Agenda
 - i. Motion to approve tonight's agenda by Ms. Akerly, seconded by Ms. Manuel, and followed by a unanimous vote
 - ii. Mr. Kamb amended the agenda with the following
 - a. Reminders to confirm the Prospect Parent Tour date coming up for 2/20
 - b. Board reminder of the Annual Conference days 2/27-28

II. Committee Reports

Board Development

- a) Mid-Year Evaluations –
Facilitated by Ms. Akerly
 - i. The Board will independently complete the Mid-Year Evaluations and submit them by 2/28
- b) RDC Charter – First Reading
Facilitated by Mr. Kamb
 - i. The Board will collaborate by providing comments on this working document. Revisions will be incorporated as members continue their independent
 - ii. Review in preparation for the second reading
 - iii. Ms. Manuel and Ms. Horne will continue to work together to build out RDC
 - iv. Mr. Kamb has committed to creating a charter for every committee with clear expectations for roles and objectives. Some will have formality with job descriptions.
- c) PTO
Facilitated by Ms. Akerly
 - i. Multicultural Event
 - 1. NJHS Students will be spearheading the event
 - 2. A working document has been made available on Google Drive to ensure all Board members have access and remain informed.
- d) OPEN Seats Marketing and Roles
Facilitated by Ms. Akerly and Mr. Kamb
 - i. This was the final week Monday Folder hard copy
 - ii. Motion to put the Board Letter on our website and play around with a call-out on our website by Ms. Akerly, seconded, followed by a unanimous vote
- iii. A breakdown of Board Role Descriptions has been outlined in our bylaws, but Mr. Kamb has created a formal document to use for training and marketing purposes moving forward.
 - 1. First Reading – The Board is expected to post comments on the Draft before 3/5
 - 2. Roles like Treasurer will need additional training.
- iv. The Board has approved the second reading for the Final Draft Parent Survey followed by two letters that will be sent out to parents.
- v. The motion to ensure that all discussion items that were reviewed and recommended by our Board exist before sending them out to parents was made by Ms. Akerly and was approved unanimously.
- e) Director Agreement Document
 - i. Mr. Kamb will follow up with our attorney
- f) Renewal Process
 - i. Post comments and questions on the Renewal Contract before EOD 2/23

Finance Team

No Recommendations

Growth Feasibility

No Recommendations

Personnel

No Recommendations

School Accountability

No Recommendations

III. Administrator's Report – Facilitated by Ms. Tracy

- a) Update in History Curriculum
 - i. Curriculum to current version –
6th, 7th, 8th Grades
= \$13,967 (1 year) v. \$28K (5 years)
 - ii. Mr. Kamb will review the purchase terms
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IV. Public Comment

None

V. For the good of the cause

- a) Ms. Akerly recognizes Ms. Tracy's dedication and commitment to supporting the community for the school's benefit by going above and beyond her working hours. She shows this by willingly driving back to the school after getting her own family settled to help prepare for Pastries with Parents. Ms. Tracy and the admin team do an excellent job, and Ms. Akerly is proud of our AACCS.
- b) Ms. Horne expressed gratitude for Ms. Tracy's dedication in coordinating a plan with our lawyer and drafting a letter to families to ensure they understand the protocols and expectations regarding ICE.
- c) Ms. Horne also expressed her gratitude and acknowledged Mr. Horsford's dedication and work with the band. Mr. Horsford does an incredible job, which is evident in the students' concert.

VI. Adjournment of General Session at 8:31 p.m.