Meeting Minutes
Meeting of the Envision Board of Directors
Friday, November 15, 2024

I. Preliminary

A. Call to Order

- Board Chair Rhonnel Sotelo called the meeting to order at 9:07 am.

B. Roll Call

- Board members: Jillian Juman, Amber Childress (late), Candice Phillips, Ify Walker, Kyle Magallanes Castillo, Michelle Seijas, Rhonnel Sotelo, Shruti Sehra, Thomas Igeme,
- Others: Akil Hollis, Traci Dove, Elizabeth Choi, Elizabeth Raji-Greig, Justin Wells, Simone Green

- Attendees: Jillian Juman, Candice Phillips, Ify Walker, Kyle Magallanes Castillo, Michelle Seijas, Rhonnel Sotelo, Shruti Sehra, Thomas Igeme
- Virtual: None
- Not present: Amber Childress
- Others Present: Akil Hollis, Traci Dove, Elizabeth Choi, Elizabeth Raji-Greig, Justin Wells, Simone Green

C. Adopt the Agenda

- Motion: Kyle Magallanes Castillo
- Seconded: Jillian Juman
- Approved by roll call: Yes 8 No #

II. Board Chair and CEO Comments

- ELP Revenue Breakdown
    - Projected revenue $861,892
    - 2 new contracts
    - Potential Research Grant $1mill.
- School Updates
    - OUSD put forward a proposal to merge 10 schools last night
    - School Ranking: Low on some state scores
- Plan for Envision Academy
    - Explore Merging Opportunities
    - Hiring a firm to do Marketing (for all schools)
    - Mobilize Community for Enrollment
- Plan for IAHS

        - Increase Community Exposure
        - Exploring Increasing Middle School
    - Finance Committee Update
        - Cash is still strong.
        - Top priority: making sure we have a huge grasp for our budget for the upcoming years
    - Real Estate Updates:
        - 286 14th St: Sale (some loss due to market)
        - Upgrade Housing after Sale

III. Public Comment/Announcements

IV. Consent Agenda 9:20 am

A. Ratification of the Minutes of last Board Meeting: September 5, 2024
- Motion:
- Seconded:
- Approved by roll call: Yes 8 No

V. Action Items at 9:25 am

- Approval of Variable Term Waiver Request for Ali Vali: Variable Term Waiver Request; T5 §80021.1 Seeking board approval to waive the requirements for Initial Issuance of the Provisional Internship Permit (Single Subject) in Physics for Mr. Ali.
  -Teacher Name: Ali Vali
  -New Hire for Physics at Envision Academy.
  -Grades 10-11

    - Motion: Shruti Sehra
    - Seconded: Thomas Igeme
    - Approved by roll call: Yes 8 No 0

VI. Closed Session at 9:30 am

- Closed Session: Personnel (G.C. 54957)
    - CEO Evaluation

VII. Report Back from Closed Session at 9:45 am

- No actions reported from closed session.

VIII. Updates at 9:48 am

- Audit Update
    - Chief Financial Officer Simone Green reported that the audit is not yet complete and so a special session of the board will be called to review the audit.

- Nationwide Outreach
  - Envision Learning Partners (ELP) is expanding its outreach with growth in client contracts and grant funding.
  - As of October 2024, 10 contracts have been executed, generating $370,838, and 10 additional contracts are in the scoping phase, expected to bring in $155,000.
  - Together with two active grants, the projected revenue totals $861,892.
  - This reflects an effective strategy for expanding nationwide influence while reinforcing local impact.

- School Update - Enrollment
  - Enrollment numbers show 1,317 current students, below the budgeted enrollment of 1,387.
  - Each of the schools—CAL Academy Impact High School, Impact Middle Grades, and Envision Academy—has experienced decreases, particularly Impact HS, which is 33 students below target.
  - Despite the lower enrollment, there is an increase in unique charter school applications, indicating heightened interest in charter education in Oakland.
  - Plans are in place to address this, including exploring program mergers, enhancing community outreach, and strengthening school offerings.

- Governance Committee
  - The Governance Committee has focused on clarifying board member roles and responsibilities, including meeting commitments and give/get requirements. (Job description)
  - The recruitment process has been refined with a clear tracker to monitor candidate progress.
  - Enhancing the onboarding experience is a priority, with a proposed plan under review, incorporating feedback to ensure it meets the needs of new members. (Onboarding process)
  - There are discussions on barriers to referring top-tier candidates, aiming to better align recruitment efforts with potential members' interests and passions (Recruitment process)

- Finance Committee
  - The Finance Committee reported on the budget vs. actuals as of August 31, 2024.
  - Revenue is following a typical cycle with state aid and lottery funds expected later in the fiscal year.
  - Expenses have variances, with lower costs in salaries due to vacancies and higher initial spending on books, IT, and professional development.
  - Cash flow projections and balance sheets were discussed to ensure the organization remains on track financially as it navigates these variances

- [Real Estate Update]
  - The real estate update centered on the property at 286 14th Street, purchased in 2022 for $3.7 million.
  - Due to shifts in the market, the team is exploring options: selling now at market rate, renovating for a potential higher sale or rent, or delaying the sale until market conditions improve.
  - The analysis of these options includes potential impacts on the timeline for construction projects and the need to avoid dipping into reserves.

IX. Board Retreat

- Reflecting on the Impact of National Change
  - The board engaged in a discussion about the broader political and social landscape impacting Envision's work across the country.
  - Discussed the current challenges and opportunities in the educational sector influenced by political tensions, shifts in policy, and increasing polarization.
  - The focus is on how these external factors might affect enrollment trends, funding availability, and overall community engagement in schools.
  - Discussion emphasizes the importance of remaining adaptive and responsive to changes in legislation that could impact school operations, charter school support, and educational equity initiatives. It also highlights the need for proactive planning and communication strategies to navigate uncertainties, ensuring that Envision's mission to provide inclusive and high-quality education remains strong despite the volatile climate.

- Organizational Strategy
  - Expansion and Growth: The organization aims to strengthen its local impact while continuing to expand its nationwide work through Envision Learning Partners (ELP). This includes securing more client contracts, deepening partnerships, and increasing engagement with districts outside of California to enhance the reach of its educational model.
  - Enhancing School Programs: There is a strong focus on improving enrollment and retention by introducing new programs, expanding extracurricular activities, and exploring potential mergers or collaborations. Strengthening community outreach and refining messaging are crucial parts of this effort to attract and retain students.
  - Governance and Board Development: The plan includes refining the board's recruitment and onboarding processes, enhancing clarity on roles and responsibilities, and ensuring alignment with organizational goals. The aim is to build a more cohesive and effective governance structure that can better support strategic initiatives.
  - Financial Sustainability: Emphasis is placed on maintaining financial stability by diversifying revenue streams, optimizing real estate assets,

and continuing to seek grant funding. The finance committee will closely monitor expenses and revenue projections to ensure the organization remains on a strong financial footing.

- Fundraising
    - Diversifying Revenue Streams: Efforts are being made to increase financial stability by expanding sources of income beyond traditional funding. This includes applying for grants, developing partnerships with corporations, and strengthening community and donor engagement to boost philanthropic contributions.
    - Grant Acquisition: The team highlights ongoing efforts to secure significant grant funding, which plays a crucial role in supporting educational programs and expanding Envision's impact. Recent successful grant applications have contributed to increasing projected revenues, demonstrating the effectiveness of this approach.
    - Real Estate Revenue Optimization: Part of the fundraising strategy involves leveraging the value of existing real estate assets. Options such as selling or renovating properties like the 286 14th Street site are being explored to generate additional funds, which could be redirected to critical projects and school enhancements.
    - Capital Campaigns: While there are no immediate plans to launch a new capital campaign, the focus remains on efficiently managing current assets and resources. The finance team is considering various approaches to maximize revenue generation without placing additional strain on reserves.

X. Adjournment: Board Chair Rhonell Sotelo adjourned the board meeting at 4:00 pm