

Trailblazers Academy
Board of Directors
December 21, 2018
8:00am
Community Room
83 Lockwood Avenue
Stamford, CT 06902

Attendees: Craig Baker, Miguel Pickering, Jamie Waggaman, Steve Baker, Edwin Naval, Michael McGuire, Paul Colonna, Julia Snowden, Curtis Battles, Marc Donald

Phoned in: Gary Goldberg

Not present: Owen Davis, Angie Tortorella

Agenda:

- **Welcome**
- **Approve TA staff handbook**
- **Treasures Report, CFO, Edwin Naval**
- **Fundraising & Development**
- **School director's report**

Introduction: Steve Baker, Board Chairman

- Approval of last month's board meeting notes
 - Motion seconded, and approved
- Approval of Trailblazer's Academy Staff handbook
 - Updates based on Shipman and Goodwin's review of both the Stamford Academy and Trailblazers handbooks in order to separate those from the prior Domus policy
 - Overtime policy covers family advocates and youth development staff which are hourly employees, also drivers picking up in Norwalk and Bridgeport
 - Money for employee loans covered by handbook approved by Domus – very small amounts
 - Understanding the drug testing/screening process - Craig will touch base with people doing it for additional information. State and FBI background checks also used.
 - 403(b) plan is with MassMutual – Board requests regular updates on the services provided/ participation.
 - Motion seconded, and approved

Treasure's Report, CFO Domus Kids, Edwin Naval

- Report on audit committee presentation
 - Auditor to give unqualified opinion, did state single audit
 - EFS filing has to be done before December 31. Upon review found one finding related to two uncertified teachers 2017-18, which are privately

funded. Discussed process for filing and certification filing of substitute teachers.

- Question from Owen - Strategies that we have to avoid fraud related to online banking.
 - Edwin is the only one with access to all three accounts for schools and Domus. State has said that need to have oversight.
 - Cashflow switch - school principal / Francesca as potential secondary.
 - Vendors - Mass Mutual and Teachers Retirement Board are the only ones with such payments that need to be approved.
- Year to date budget update
 - Salaries over but issue of allocation over the school year
 - Instructional supplies and computers funded by SIG and Loan Pine. Next month second SIG will be reflected. Will also cover two additional positions.
- Potential donors/grants
 - Individual donor \$300,000 now received, still waiting on William Pitt \$50,000, development believes we are going to get it.

Fundraising & Development (Craig Baker and Marc Donald)

- SIG
 - Received approval for SIG grant - school improvement grant \$ 257,000 released but can't access until January. Not budget relieving because must be used for something to build school capacity (not existing programs).
 - Spent on new curricular supplies and leadership coaching and ESL paraprofessional.
- City of Stamford discussion
 - Whenever a board transfer for the city, need to earn support of the new members and superintendent. Have had positive conversations with new Superintendent.
 - Question raised as to why there isn't there a written agreement on funds spent to support Trailblazers.
 - Propose to do an agreement, based on a per pupil calculation per student with IEPs, but funding not sufficient.
 - We have proposed to also include other students that are disengaged etc. been expelled or absence problems within the calculation.
 - Will provide board with further updates on proposed memorandum of agreement with the city.

School Director Report (school director, Miguel Pickering)

- Schedule changes
 - LLI program began (12/17), changes provided time for this and more time in core math and English classes.
 - Create more in-seat time for students
 - Adding new interventions during study hall for individual need students. Didn't lose time for substantive classes.

- Interventions
 - Imagine Learning computer based math program
- Fully staffed, provided summary of new hire resumes.
- Review of Listen for Good student survey data
 - Feedback on staff glows and grows
 - Academic support as a strength, some focused on social/emotional support. What to do better - response to behavior. Maybe transparency with reason behind why we're doing certain reactions to students.

- School Nutrition Plan

Adjourned at 9:00am.