MINUTES

Call to Order

The February 2021 meeting of the Board of Trustees of Valence College Preparatory Charter School was held remotely via Zoom video conference on Thursday, February 18, 2021, at 7:00pm.

The Board Chair presiding. The meeting was called to order at 7:03 pm.

Board Member Attendance

<table>
<thead>
<tr>
<th>Present by Video Call</th>
<th>Absent</th>
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</thead>
<tbody>
<tr>
<td>Shruti Chopra (Out @8:07pm)</td>
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<tr>
<td>Angie Guerrero</td>
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<tr>
<td>Arjun Kapoor</td>
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<tr>
<td>Sandy Matthews</td>
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<tr>
<td>Tony Shan</td>
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<tr>
<td>Jose Santiago</td>
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<tr>
<td>Dena Soffer</td>
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<td>Elizabeth Shovers (In @7:34pm)</td>
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Quorum was met.

Non-Board Member Attendance

<table>
<thead>
<tr>
<th>Present by Video Call</th>
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<tbody>
<tr>
<td>Mitch Flax (Head of School)</td>
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<tr>
<td>Bryson Wilson (EdTec)</td>
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<tr>
<td>Brad Blosser (EdTec)</td>
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Approval of Minutes

- Shruti motioned to approve the minutes from the January meetings of the Board of Trustees on January 19, 2020 and Dena seconded. The motion was approved unanimously.

Approval of Agenda

- Angie motioned to adopt the February meeting agenda, and Arjun seconded. The motion was approved unanimously.

Public Comment

No public comment was made.
<table>
<thead>
<tr>
<th>Report Of</th>
<th>Presented By</th>
<th>Notes</th>
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</table>
| Finance Committee      | Bryson Wilson & Brad Blosser  | **Financial Update:**  
  ● Submitted invoice for March and April with 224 scholars while budgeted for 218  
  ● Ahead of revenue projections for most of the year due to higher than budgeted enrollment  
  ● No significant changes to variances in expenses compared to prior periods  
  ● Updated forecasts to include new pod staff, cuts to certain expense lines  
  ● Q2 SUNY report has been submitted  
  ● Starting to formulate FY22 Budget, Board to approve FY22 budget before 6/30/2021 |
| Academic Committee     | Mitch Flax                     | **Enrollment Updates:**  
  ● Recruitment is in full swing for new school year  
  ● Big social media push has started  
  ● 68 applications for 5th graders to date  
**Attendance:**  
  ● 85-95% in attendance rate  
**Distance Learning 4.0:**  
  ● Increased engagement of scholars in pods which was the intended effect  
**Saturday Academy:**  
  ● 30 scholars each week |
| Governance Committee   | Tony Shan & Angie Guerrero     | **Fundraising Update:**  
  ● Back to School fundraising campaign planned for August  
  ● Potentially an end of school fundraiser in May, open to suggestions and ideas to rally behind a cause  
**Governance Update:**  
  ● Prospective board member recruitment push  
    ○ Board Members’ alumni groups outreach for potential members  
    ○ Put the word out through all channels  
  ● Evaluation committee will convene soon  
  ● Revisit board norms document on board member and board meeting expectations  
  ● Check calendars to move meeting to 4th week of the month |
| Facilities Committee   | Mitch Flax                     | **Permanent Facility Update:**  
  ● A lot of construction work happening right now  
  ● Framing has been completed, |

Valence College Prep equips all scholars with the academic skills, professional habits, and strength of character to graduate from college and lead lives of opportunity.
Mechanical/electrical/plumbing rough-ins by end of Feb
● DOB has approved Schedule A updates for Valence use on what will become the TCO
● On track for July delivery, greatest risk will come from inspections, pushing for code compliance at every turn and conduct pre-inspection walkthroughs
● School Food Authority (SFA) consultant engaged with kitchen layout
● Tech vendor is designing for all cabling, wifi, phones, security, PA system etc.
● Furniture selection and quoting have begun
● Move preparation has begun

Other Reports

<table>
<thead>
<tr>
<th>Report Of Head of School</th>
<th>Presented By</th>
<th>Notes</th>
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<tbody>
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<td>State of School</td>
<td>Mitch Flax</td>
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State of School:
● Wins from Y0-Y2
  ○ Scholar culture started strong and remains strong even in pandemic
  ○ Staff culture is dialed in
  ○ Full year of successful crisis management
  ○ Grade-level learning has continued
● Needs for Y3
  ○ Closing gaps in 3 grades
  ○ More systems in place (coaching, curriculum, professional development)
  ○ Broader leadership team, more distributed leadership and resources on tap
● Contexts being planned for Fall 2021
  ○ Ideal scenario: vaccine saturation in adult population means 80%+ of scholars are in person
    ■ Classes simulcast over Zoom, work provided digitally for remote scholars
  ○ Gridlock scenario: status quo (pods + remote) until children are vaccinated
  ○ Wildcard scenario: state mandates incompatible with either of the above; back to crisis planning to find a medium between the two above
● Areas of Preparation
  ○ Hiring:
    ■ 6 Fall hires completed
    ■ pushing for strong teaching
  ○ Leadership Preparation
- Investment in coaching and broader teacher leadership
- Investment in outside coaching as we exit BES support
  - Curriculum
    - Buy > build, investment in professionally led training and development
  - Intervention & assessment ready for Day 1
  - Move to new facility
  - Culture systems for grades 5-7 in person, especially 7th graders
  - Operational systems for grades 5-7
  - Summer PD designed early
  - Summer academy fully remote

New Business

- No new business was raised

Meeting Adjournment

Angie moved to adjourn the meeting, and Jose seconded. The motion to adjourn was approved unanimously at 8:26 pm.

2/18/2021

Tony Shan
Board Secretary
Valence College Preparatory Charter School