



Minutes

Date: April 7th, 2020
Time: 3:30pm – 5:30pm
Location: This meeting will be held remotely due to the shelter-in-place orders*
 By video: <https://zoom.us/j/573900329?pwd=a3BzTFNFVml5ckF2U2dsbXFLR0Z6QT09>
 By phone: (415) 762-9988
 Meeting ID: 573 900 329 // Password: 027443

Attendees: **Board Members:** Bita Nazarian (Chair), Pooja Shah (Treas.), Farouk Ladha, Danny Karubian, Ravi Paidipaty, Patience Yi, Lindsay Florin
Staff: Ryan Chapman, Emily Bobel Kilduff
Guests: Dena Koren (Edtec), Jeff Thompson (Edtec)

1. Welcome and Attendance	3:30 – 3:40pm
- Welcome and Overview of Meeting <i>Action: Quorum established</i>	Documents: 1. 200407 Agenda
2. Public Forum**	3:40 – 3:45pm
3. Consent Agenda	3:45 – 3:50pm
- Formal Approval of Previous Minutes <i>Action: 200211 Minutes approved</i> - 2019-20 NSSF 2 nd Interim Report <i>Action: 2nd Interim Report Alt Form approved</i> - Individual Education Evaluation (IEE) <i>Action: Individual Education Evaluation (IEE) Policy approved</i> - Data & Assessment Platform Selection <i>Action: Data & Assessment Platform Selection: Otus approved</i>	Documents: 3a. 200211 Minutes 3b. 1920 NSSF 2 nd Interim Report 3c. 1920 IEE Policy 4d. Data & Assessment Recommend.
4. Co-founders' Report	3:50 – 4:40pm
- Progress on Priorities <i>RC and EBK presentation focused on school closure and contingency planning for the remainder of the year. The priorities were ensuring adequate supports and continuity for students, families and staff and stabilizing the organization financially.</i> <i>The Board asked what support they could give in these efforts.</i> <i>EBK asked for help in raising funding for the family and staff assistance fund given the tremendous uncertainty the pandemic has created. Board agreed to position the fund for immediate and mid-term priorities of stabilizing families and</i>	Documents: 4a. April '20 Update & Risk Analysis 4b. 200402 Updates to Families

<p><i>addressing the opportunity gap through needed interventions this summer and/or fall.</i></p> <p><i>The board asked about staff morale. EB and RKC reported that the staff was in a good place, having transferred to distance learning in 72 hours. EBK discussed our approach to distance learning and the decision to focus on numeracy, literacy, and SEL. This helped to increase sustainability of staff and address critical needs of students and families.</i></p> <p><i>For organizational stabilization, RKC explained the school's priorities in building cash reserves, managing cashflow, and addressing facilities challenges. These are critical to meet current and future needs.</i></p> <p><i>RC presented on our success in recruitment and re-enrolment to date. We are on track to meet our enrolment and diversification targets.</i></p>	
<p>5. Finance & Fundraising</p>	<p>4:40 – 5:25pm</p>
<ul style="list-style-type: none"> - March '20 Finance Update <i>Edtec presented on the February financials, highlighting the school's budget management and the minor deltas in forecast vs actual expenditures, but raising concern with the limits to our cash balance and the likely negative impact the pandemic will have on fees for service and fundraising. The Board agreed that additional cash and the building of cash reserves were essential to the school's ability to manage the crisis and avoid cuts and layoffs. The Board supported the school's search for alternative sources of capital.</i> - 2019-20 Fundraising Overview <i>EBK presented on progress towards our fundraising goals and the priority moving forward to make multi-year asks before June to increase cash-reserves and funding visibility over time.</i> - 2020-21 Budget Overview <i>RC presented on the timeline, which has become compacted by the epidemic. Board ask for more information on the State's budgeting timeline. Edtec laid out the most likely scenario for state budgeting and confirmation of education funding. However, they communicated that there are many outstanding questions (such as when tax receipts or the extent of federal support) will be known to be sure. Board asked for multiple scenarios in line with conservative estimates of state revenue projections of 5-10%.</i> <p><i>The board agreed to meet at the end of April if necessary/possible to review staffing and compensation decisions so that hiring can move forward.</i></p> 	<p>Documents:</p> <ul style="list-style-type: none"> 5a. March '20 Finance Package 5b. 2019-20 Fundraising Overview 5c. Budget Timeline and Priorities
<p>6. Any Other Business</p>	<p>5:25 – 5:30pm</p>

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*Pursuant to the Governor’s Executive Order N-25-20, all members of the Board of Directors as well as the Executive Team, will join the meeting via phone/video conference. No teleconference locations will be posted.

Observe Meetings: To observe this meeting by video conference, please click on the link above in the “Location” section above. It may help to download the Zoom app before the meeting if you don’t have it already. Instructions on how to join a meeting by video conference are available at: [https://support.zoom.us/hc/en-us/articles/201362193 -Joining-a-Meeting](https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting).

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**Anyone is welcome to attend the Board meeting. Please note that the Public Forum segment of the agenda is provided to the public for the opportunity to directly address the Board on any item on the agenda or any other issue regarding New School SF. If several people are present and want to speak before the Board, time allotted to each person may be limited. Members of the public may request that a topic related to school business be placed on a future agenda. Once such an item is properly agendized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.