



BOARD MEETING

Minutes – July 27th, 2016

Community Service Building – Room 6

Attendees: Shawn Stevens, Brian Fahey, Maria Matos, Nora Lewis, Veronica Vasko, Mark Phelps, Teresa Gerchman, Riccardo Stoeckich. Norma Antongiorgi attended via video conference.

Approval of Agenda

Motion to approve the agenda made by Maria Matos and seconded by Brian Fahey.

Approval of May and June Minutes

Motion to approve the May and June minutes made by Nora Lewis, seconded by Shawn Stevens.

Public Comment

No public comment.

New Business

- Building construction update.

Mark:

- Technology: started all the connections and installation of the wiring and routers.
- Assurance Media: most competitive bid.
- PA: Assurance media is the only bid submitted.
- Sec camera: Assurance media is the only bid.
- Door keys: Odyssey. Tri-Alpha proposal for the necessary software needed for our staff to be able to manage the building automation system that controls HVAC, fire alarms, etc. We need to understand the infrastructure. A software key is needed to control our own building.

Shawn Stevens and Thomas Peters will be in charge to make the decisions to move the construction process along.

Motion to approve Shawn Stevens and Thomas Peters as delegates of the board to make decisions that are cost effective in regards to the implementation of the security and technology systems to achieve the certificate of occupancy in August between the 15th and 20th and provide the team by email a

summary of all non-construction expenditures to the project made by Brian Fahey and seconded by Veronica Vasko. Maria Matos abstained.

Motion to Approve Mark Phelps to hire a single vendor for the technology contractors as long as the bid are competitive price and look for a discount for using the same vendor. Made by Maria Matos and seconded by Brian Fahey

August 1st will be a general cleanup of the building.

Following up with NCC on the approval of the building from being office use to be a school.

Head of School Report

Staffing:

- Assistant principal: looking for someone to fill in the gaps for Mark's needs. Several interviews are underway. Focus on instruction. Motion made by Brian Fahey and seconded by Shawn Stevens to approve the hiring of Ann Marie Lagullo as an assistant principal for the 2016-2017 school year.
- 5 out of 5 Spanish teachers are hired.
- 2 out of 6 English teachers are hired.
- School nurse is still needed.
- School leadership team: scheduling, logistics, etc.
- Meeting with EL on Wednesday, August 3rd.
- EL Implementation report will be emailed.

CMO Report

- NWEA Map testing: Report to show growth that the State will be looking at. In all of the areas Academia's students have shown growth.
- The scores are going in the right directions. Meeting the norm in the national expectation.
- The board needs more information in regards to these reports so we know where to go. What's the target and how do you change the plan to complete the goals.

Committee Reports

- **Finance**

- a. Revenues

The current budgeted revenues are \$4,122,867.

Revenues collected to-date are \$4,119,257 which represent 99.9% of the total Final Budget revenues for the year.

Revenues received in June are \$524 of local funds for interest earned, a nonSEA draw of \$43,125 and donations of \$6,363.

b. Expenses

- Final Budget expenditures are \$4,079,412.
- Expenses to date are \$3,521,123 which represents 86.31% of the currently approved budget.

c. General

\$23,400 of the \$300,000 budgeted capital costs for Barley Mill Plaza were expended in fiscal year 2016 and accounts for the majority of the June, year-end cash balance. The remaining capital costs will be paid in fiscal year 2017. The ending cash balance of \$598,134 is net of the \$99,583 reserved for summer deferred pay from fiscal year 2015. The additional summer deferred pay for 2016 is equal to \$105,398 is included in the cash balance. The board should consider adding it to the reserve fund.

Budget: It has to be submitted with the charter renewal.

Budget for 2016-2017: working with Odyssey to minimize the costs of maintenance that we need to validate in order to finish the budget. We need to hit the 446 students enrolled, this will be the goal for recruitment to balance the budget.

Families showed interest in enrolling 2nd and 3rd graders. They will need to take 3 tests. MAP reading in Eng. and MAP math Spanish IDEL for Spanish reading and based on the assessment we will invite them. Motion to consider applicants for 2nd and 3rd grade subject to results of grade level assessments move by Maria Matos and seconded by Brian Fahey.

Motion to approve the June Financial packet moved by Maria Matos and seconded Shawn Stevens.

Motion to approve the organization support service agreement with IS moved by Brian Fahey and seconded by Maria Matos.

- **Governance Committee**
No report was presented.

- **Marketing/Student Recruitment**

Vivian and greenly: location change can change the targeted populations.

August 8/11 and 8/18 are the Open Houses dates. They will be held at Building #22 Farmers markets.

Board members help: identifying people to help with boots on the ground, Mark call the paras, showing up at Open houses, contacts for media, Tiempo Hispano will publish an article for the school new location.

- **Academics**

Academic School date was reviewed and the report was submitted.

- Current Average Daily Attendance is 92% YTD – Goal is 95%. Next year attendance officer has been identified to increase this number.
- HQT currently at 46.66%, goal above 90%. Need to make sure teachers for 2016-2017 school year get emergency certification if needed for the Spanish classrooms.
- 100% of teacher’s evaluations were complete, need to ensure that the evaluations are noted to the DOE when they request verification to Board Chair.

Old Business

No old business

Announcements

We are looking for a new board member to recruit.

IS will put together a list of needs for the Board to be able to decide what we need.

We need a teacher rep in the Board.

Executive session

30 min.