

SCHOOL IN THE SQUARE CHARTER SCHOOL

Meeting of the Board of Directors

September 27, 2016

MEETING MINUTES

Location: School in the Square

Board Members Present (in alphabetical order): Scott Gottlieb, Scott Levenson, Aaron Listhaus, Evan Meyers, Michael Pollack, Joel Talish, Walter Rendon, Jay Shuttleworth, Mindy Tucker

Advisory Members: Alan Dichter

BUSINESS MEETING:

Mr. Pollack opened the meeting.

Mr. Meyers led a tour of the updated renovations of the school facility, most notably the gymnasium, rooftop space and the large meeting rooms on the first floor.

Mr. Dichter reported that he visited the school during the first week of classes, noting that the classrooms were consistent in their setup, teachers were comfortable in their teaching positions, and there was an absence of any noticeable behavioral issues. He did recognize that the number of students who were not English speaking was an issue to address. Discussion ensued among the board members about this issue and how the school can best address to move students ahead. It was noted that consultants with an expertise in how to address these issues could be effective in helping the administration and teachers develop a strategy of how to approach.

ED Report. Mr. Meyers reviewed highlights of the ED report that was provided to the Board prior to the meeting. Mr. Meyers noted that based on early indications, 20 children out of 104 students were at or below a 3rd grade reading level. Mr. Meyers informed the Board that the staff would begin focusing on the student recruitment for the 2017/2018 school year. Mr. Meyers also addressed the gradual introduction of the Forum curriculum, noting that “Snaps” protocol was in practice with the students, allowing them to recognize each other for accomplishments. Mr. Meyers noted that two students had been involved in a fight, and described the steps taken by the school to implement restorative justice practices.

Mr. Meyers introduced Mr. Fenton of TwinOaks Construction, General Contractor of the school renovation project. Mr. Fenton reviewed the highlights of the renovation project, noting that he was able to complete 65% of Phase II, within the Phase I budget, due to increased contributions from suppliers, contractors and Twin Oaks. Certain elements of the renovation require permits, which take approximately 3-4 months to secure. The process has been initiated, and the permits are expected in early 2017.

Mr. Meyers introduced the idea of several plaques to be placed in the school to express the school’s gratitude to Mr. Fenton, the Board and donors. Discussion ensued about the narrative on the plaques

and the benefits of displaying the plaques. It was decided to temporarily postpone any decision on the plaques.

Mr. Meyers invited all Board members to visit the school while in session, requesting some advance notice so that they can observe classes.

Finance. Mr. Talish reviewed the August financials for S2 and the funds raised by Friends to date. Mr. Talish noted that the revised forecast for Year 1 involved a decrease of \$64,600 in the staffing costs – which was more than offset by an increase of \$185,00 in consulting costs. The Year 1 forecast has been revised as these positions have been filled, and many of the estimated costs can be determined with greater certainty. While some of the shift relates to certain staff positions being reclassified as consultants, the balance of the increase relates to additional consultants that have been added. As a result of these and other changes, projected year 1 net operating income has decreased from \$339,208 to \$202,126. Mr. Talish and Ms. Tucker discussed these changes, the need for Board approval and the thresholds for future budget changes that would require Board approval.

Board Approvals:

- **Meeting Minutes:** Mr. Talish made a motion to approve the minutes for the August 30th Board meeting. Mr. Levenson seconded the motion which was unanimously approved.
- **Change in the Projected Year 1 Budget:** Mr. Levenson made a motion to approve the Year 1 budget changes as presented to the Board. Mr. Rendon seconded the motion which was unanimously approved.
- **Thresholds for Budget Changes requiring Board Approval.** Mr. Gottlieb made a motion to require any budget line item change of the greater of 10% or \$50,000, or a \$100,000 in the aggregate. Mr. Rendon seconded the motion which was unanimously approved.

Mr. Pollack adjourned the meeting

Respectfully submitted: Mindy Tucker, Recording Secretary