

SCHOOL IN THE SQUARE CHARTER SCHOOL

Meeting of the Board of Directors

November 29, 2016

MEETING MINUTES

Location: School in the Square

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

Advisory Members: Alan Dichter

BUSINESS MEETING:

Mr. Pollack opened the meeting.

Ms. Tucker reviewed the October dashboard of monthly data of student enrollment and attendance. Mr. Meyers is going to follow-up and provide details on the nature of the increased number of "latenesses." A recommendation was made to report certain data (race/ethnicity and gender) on a less frequent basis. Mr. Levenson noted that the reporting of testing data would be available for the January meeting.

Mr. Meyers reviewed the highlights of the ED report. Mr. Meyers noted that a minor amount of construction and a small punchlist remains from the Phase I work. Mr. Meyers will be working with Twin Oaks to get these completed. To the extent that Twin Oaks cannot finish any portion of the work, Mr. Meyers will consider other options to get the work completed. Mr. Meyers reported that the first several meetings with parents of prospective students for Year 2 has resulted in 75 applications to date. He also noted that there would be some scheduling changes to the extended day program and that Nicole Rivera had resigned for personal reasons.

A discussion regarding development strategy ensued. The Board considered several options for future fund-raising, including sending a year-end appeal to donors and prospective donors and hosting small group fundraising dinners. There was agreement that the Development Committee needed to be reconstituted immediately and actively engage in fundraising for Year 2.

Mr. Rendon presented the objectives and various options for engaging with the S2 community. As an initial step, it was suggested that he would set up parent "coffees" to gauge the level of interest and engagement from parents that might develop into a parent committee. The possibility of ESH overseeing this was discussed.

Mr. Talish reviewed the November financials, discussing the most recent forecast for FY2017 and reviewed the changes from the prior version, and the components of the November financial dashboard.

Board Approvals:

- **Meeting Minutes:** Ms. DeLong made a motion to approve the minutes for the October 25th Board meeting. Mr. Rendon seconded the motion which was unanimously approved.
- **Change in the Projected Year 1 Budget:** Mr. Talish noted that as compared to the budget submitted to the SED, the most recent forecast includes a \$212,000 increase in revenues and a \$210,000 increase in expenses. As compared to the budget forecast presented in the September Board meeting, there is a total decrease in net income of \$152,000, requiring approval of the Board. Mr. Levenson made a motion to approve the Year 1 additional spending, as presented to the Board. Ms. DeLong seconded the motion which was unanimously approved.

Mr. Pollack adjourned the meeting

Respectfully submitted: Mindy Tucker, Recording Secretary