

SCHOOL IN THE SQUARE CHARTER SCHOOL

Meeting of the Board of Trustees

July 31, 2018

MEETING MINUTES

Location: School in the Square

Board Members Present (in alphabetical order): Walter Rendon (in person); Michelle DeLong, Scott Gottlieb, Aaron Listhaus, Michael Pollack, Mindy Tucker, (by video)

Other Attendees: Evan Meyers and Bob Keogh (4<sup>th</sup> Sector Solutions) (in person), Chelsey Pinke and Jennifer Grazel (by video)

Materials provided to the Board prior to the meeting: Year end financial package, Board Meeting Presentation, June Dashboard, June meeting minutes, ED Evaluation Template

**BUSINESS MEETING:**

Ms. Tucker opened the meeting at 5:40.

**Finance Committee:** Ms. Tucker reviewed the financial report. Mr. Keogh gave a detailed overview of the year-end financials. S2 revenue for the year was \$5.03 million. We had budgeted \$4.99. S2 returned \$250 K to Friends of S2. (Increased revenue was in part from higher than budgeted per pupil revenue). Personnel expense were 100K higher than budgeted. Currently S2 has a \$1.7 M cash balance including Friends.

S2 has entered the new lease with the church. Under this lease Friends will now pay all facility expenses directly to the church (rent plus related expenses) and the school will reimburse Friends. As we move toward corporate donations we will prefer donations be made to Friends.

We will review the Friends budget at the August meeting. Ms. Tucker is looking for short term low risk interest bearing account for the Friends balance.

Audit of school financials is beginning.

**Academic Committee:** Mr. Listhaus stated that the committee completed the revised ED evaluation template and has completed the AC section. The AC committee met with Mr. Meyers and Ms. Amon on 7/25. Mr. Pollack, Mr. Levenson and Mr. Listhaus will meet with Mr. Meyers to review the evaluation in early August.

The academic committee is examining how best to measure student growth. Mr. Listhaus commented that the school is one of the best school organizations he has ever seen. The mission, planning and leadership are outstanding. The culture of the school is benefitting all students.

**Development Committee:** S2 has raised an additional \$120 K since our last meeting. We will host a fundraiser at the school on 11/28. We are developing a plan for the evening that will incorporate students. Sherry King and Carrie Amon are working to develop a strong program for the evening. Board members should think about people to include in the evening.

**Executive Director Report:** There is no formal ED report this month. There are several highlights:

**Enrollment:** Two eighth grade students moved (class is now 97); five seventh grade students are leaving for more academically appropriate environments. 109 sixth grade students have accepted spaces. Interest in the school is rising. We had over 300 applications for the coming year.

**Facility:** The space is constrained and will be fully utilized. The dining hall has been fully renovated and looks much better.

**Incoming 6<sup>th</sup> Grade:** almost all have been tested. 20% of incoming students are on grade level. 20% of incoming students are 3+ years behind grade level. 25% are SPED involved.

**Summer School:** 66 7<sup>th</sup> and 8<sup>th</sup> graders signed up for summer school. (Summer school is not offered for 6<sup>th</sup> grade.) The average attendance is 60 students. Thus far the program is fantastic. The students are working on reading and math and problem solving in interesting ways.

The leadership team attended a training in Boston.

Mr. Meyers will meet with David Frank (SED) to discuss our desire to expand to 4<sup>th</sup> and 5<sup>th</sup> grade.

**Board Votes:** The Board voted on the following item:

- **Approval of the 6-26-18 Meeting minutes.** Mr. Pollack made a motion to approve the meeting minutes from the June Board meeting. Mr. Rendon seconded the motion, which was unanimously approved.

Ms. Tucker adjourned the meeting at 7:30.

Respectfully submitted: Michelle DeLong, Secretary