CLCS Board Meeting Minutes

September 24, 2019, 4:30 pm - 5:30 pm

Residence of Board Treasurer Bob Grinberg

30 Cramond Rd, Chestnut Hill, MA 02467

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| **2019-2020 CLCS Board of Trustees Goals**   1. Support the administration, faculty, and students in continuing to strengthen campus life and outcomes 2. Complete construction of new Upper School building. 3. Support and coordinate in every way possible the successful completion of the final phase of the capital campaign for the new school building. 4. Strengthen communication and transparency among partner organizations and parent group. |

**Present:** Elaine Chow, Kitty Pell, Sandy Yeung, Erika Sanchez, Rev. Gregory Groover, Kay Sloan, Kimberly Nelson, Martha Kleinman, Bob Grinberg, Tyrone Sutton, Lynn Cetrulo, Curtis Warner,

**Staff**: Nicole Mack, Rick Tagliaferri, Allida Warn, John Chistolini

Guests: Zakiyyah Sutton, Linda Nathan, Lisa Sankowski, Jill Davidson

The meeting began at 4:37pm.

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| 1. **Public Comment**   -No public comment | **4:34pm** |
| 1. **Approval of June 2019 Board Meeting Minutes**   -Board Chair Kay Sloan requested the formal approval of the June 2019 Board Meeting Minutes. Martha moved. Lynn seconded.  ***Action: Minutes unanimously approved.*** | **4:34-4:40pm**  Documents:   1. June 2019 Board Meeting minutes |
| 1. **Response to DESE Condition #2**   **-**A reminder of the conditions under which the school was approved by DESE for the renewal of its charter status | **4:40-4:50pm**  Documents:  1. CLCS Dese Response Draft |
| 1. **Approval of Revised 2020 Budget**   **--**The State of Mass approved a higher budget for the school.  **-**Chair Kay Sloan recommended to vote to approve revised the budget. Martha moves. Elaine seconded.  ***Action: Budget unanimously approved.*** | **4:50-5:05pm**  Document:   1. FY20 Forecast |
| 1. **FY18-19 Audit vote**   **Formal vote:**  ***The Board of Trustees delegates the Finance Committee to approve the representations made by management, that the disclosures in the financial statement are accurate and the expression of opinions made by Ziner & Murphy, PC as embodied in the financial statements and independent auditor’s reports for the years ended June 30, 2019 and 2018.***  Chair Kay Sloan requested a motion to vote. Bob moved. Rev. Groover seconded.  ***Action: CLCS Board unanimously agreed to allow the finance committee to vote on the audit.*** | **5:05-5:10pm** |
| 1. **Committee reports**   **Governance committee:**  **-**Vote to approve Curtis Warner and Ceferina Murrell as new CLCS trustees  Board Chair Kay Sloan requests motion to approve new board members. Martha moved, Kimberly seconded.  ***Action: CLCS Board unanimously approved Curtis Warner and Ceferina Murrell as new CLCS Board trustees.***  **-**Vote to reappoint Kay Sloan as a CLCS Board trustee  Governance chair Martha Kleinman requests motion to approve new board member. Kimberly moves. Rev. Groover seconded.  ***Action: CLCS Board unanimously voted to renew Kay Sloan’s status as a trustee on the CLCS board***  -Governance committee provides overview of new mentorship program.  -CLCS Board vote to approve Kitty Pell as a Lifetime Emerita of the CLCS board:  ***Whereas, Katharine (Kitty) Pell founded***  ***the Conservatory Lab Charter School in***  ***1998 for the purpose of creating a music-***  ***infused school for the City's children; and***  ***Whereas, she served as the founding CLCS***  ***Trustee Chair for seven years and has***  ***remained an active and vital member of the***  ***Board to the present, serving on many***  ***committees and its Foundation board; and***  ***Whereas Kitty has been a strong***  ***supporter of many arts and educational***  ***institutions in the City of Boston;***  ***Therefore, the CLCS Board unanimously***  ***votes to name Kitty Pell as "CLCS Life***  ***Trustee Emerita," a special non-voting role***  ***in recognition of her many years of service***  ***and tireless dedication to the school.***  Board chair Kay Sloan requests a motion to  vote. Martha moved. Kimberly seconded.  ***Action: CLCS Board unanimously voted to appoint Katherine Pell as a Lifetime Emerita of the CLCS board.***  **Capital Campaign Report:**  -Capital Campaign Director Rick Tagliaferri provided an updated on the progress of the Capital Campaign report.  **Facilities Update:**  -Trustee Bob Grinberg provided an updated on the progress of the building. Everything should be done by July 8th.  Executive Committee:  -Update on executive committee  members for Fiscal Year 2020: Kay  Sloan, Chair; Martha Kleinman, Vice-  Chair and Governance Committee chair;  Bob, Treasurer; Kimberly, Education  Committee Chair; Gary, Facilities Task  Force Chair | **5:10-5:27pm** |
| 1. **School updates:**   -CLCS School Principal Nicole Mack provides an overview of school data, including the fact that staff retention is at its highest. | **5:27-5:36pm**  Documents:  1. CLCS School Report |
| 1. **Adjournment**   -Board Chair Kay Sloan motioned to adjourn the meeting at 5:37pm. Rev. Groover moved. Martha seconded. All approved. | **5:37pm** |
|  | Other documents used during meeting:   1. The agenda for the September 24th meeting 2. The CLCS School Report 3. The CAS Board Report 4. Development Report 5. Curtis Warner Bio 6. Ceferina Murrell Resume 7. CAS Next Wave flyer |