

Minutes of Conservatory Lab Charter School  
Board Meeting 4:30p.m. Music performance given by students at 4:00p.m.  
November 15, 2016  
2120 Dorchester Ave., Dorchester

Present: Kay Sloan, Anne Snyder, Martha Kleinman, Stephanie Perrin, Erika Sanchez, Eileen Nash, Elaine Ng, Gary Gut, Bethany Ford, Maisha Douvon Cover, Bob Grinberg, Lisa Wong.  
Absent: Kitty Pell, Bradley Richardson, Danna Mauch, Clay Rives, Myriah Johnson and Staverne Miller  
Staff and consultants: Linda Nathan (Center), Seth Racine (Center), Cecilia Soriano, Allison Chow, Sadada Jackson, John Chistolini, Nicole Mack  
Intern: Christian Bautista

Before the meeting was officially called to order, students in Mr. Geresy's Percussion Group played the piece 'Technology' by John Casela.

Anne Snyder called the meeting to order at 4:35p.m.

Introductions to the new board members – Elaine Ng, Kay Sloan and Maish Douvon Cover were made.

- I. Public Comment: There was none. Visitors were all introduced
- II. Approval of the Minutes from the October 18<sup>th</sup> Meeting: Gary made the motion to approve the minutes, Martha Kleinman seconded the motion and it was unanimously approved.
- III. Discussion of Recruitment, Retention and Development of Teachers.

A presentation entitled A Unique Vision of Education was given by Ms. Mack, Principal. Presentation included role of a strong leadership team and importance of building the capacity of the staff. Emphasis was placed on a long term, systematic and consistent efforts in developing professional capabilities.

A review of the document CLCS Teacher Talent Analysis was then presented by Seth Racine, Director of Strategy and Innovation, Center for Artistry and Scholarship.

This was followed by a discussion of what other successful schools in Boston do for their teachers the areas of coaching, feedback, building a teacher culture and salary. Special note was made of the shortage of qualified English Language Learning, special ed. and minority teachers. Discussion about plans to build a Teacher Residency Program with U. Mass.

It was noted by the Board Chair that from this discussion he saw that the school's focus is:

- A multi-year plan that has a consistent leadership.
- A focus on helping make great teachers, not just getting lucky in hiring.
- Recognition of the significant role that consistency in site, in faculty and in program plays in having a well-functioning school.

#### 4. Finance Committee Report on the 1<sup>st</sup> Quarter: July 1<sup>st</sup> to Sept. 30.

The results are all good. DESE honored the request to give the school the correct number of students and budget weights which resulted in \$556,000 more than our budget last year. This additional revenue can be allocated toward financing a new building. The budget shows that \$900,000 to \$1M is for EI

Sistema. It has been the Board's decision to fund El Sistema and to have it as an integral part of the school's programs.

An item presented was the Service Agreement between the School and the Foundation for \$240,000 to provide Development, Marketing and Communications services. Anne Snyder made the motion to approve the resolution to confirm the Finance Committee decision to enter into a contract with the CLCS Foundation for certain development services. Martha Kleinman seconded the motion and it was carried unanimously.

Next, an explanation of the expenditures, totaling \$420,000, pertaining to 133 Hancock was presented. Anne Snyder made the motion to confirm the Finance Committee decision to reimburse the Foundation for the expenditures made for improvements at 131-133 Hancock Street. Martha Kleinman seconded the motion and it was carried unanimously.

5. Coordination – summary and discussion of progress on separation and coordination among CLCS, the Foundation and the Center.

- The goals for each entity were presented.
- Both the Center and The Foundation are working on making additions to their Board of Trustees.
- For each of the entities, one of their goals is to work closely together with the other two entities. There are regular meetings between the heads of the three entities as well as the CLCS Development Committee with a representative from the other two entities.
- There will be more discussion regarding the goals and coordination of the three entities during the Strategic Planning process.

6. Report to the Board – Change of CLCS Officers

Danna Mauch, elected as vice-chair of the CLCS Board has stepped down from that position as she is now Chair of the Center Board. This change eliminates any possible conflict between her officer duties as an officer of both CLCS and the Center.

7. Governance Report (see attached)

Stephanie Perrin, in her presentation, made note that while the CLCS Bylaws do not have a timetable for when new Board members should be brought on, the governance committee has decided to adhere to the long-standing practice of electing most new trustees at the annual meeting in June. To date, new trustees for this year are Kay Sloan, Maisha Douvon Cover and Elaine Ng. From this point on, new candidates for the Board of Trustees will be invited to learn more about the School in a variety of ways including serving on committees, etc. Presently three new people have been invited to attend a Board Meeting with a look to future board membership: Eileen Nash, Tyrone Sutton and Cleo Knight.

8. Joint Strategic Planning Committee Report

The final contract including the payment schedule is being worked on with John Paoella's counsel and advice.

9. Report of activities of the Family Action Network (FAN)

Maisha Douvon Cover reported that the FAN has been very active this last month. They held a 1<sup>st</sup> Family Fun Night featuring a Yoga night for all families on November 4<sup>th</sup> and are preparing a Thanksgiving Dinner for all teachers on Wednesday, November 16<sup>th</sup> at 133Hancock St. The next Family Fun Night will likely be a movie night.

10. Development Report

Melanie Sheffield reported that \$134,000 has been raised to date this year. That figure represents 26% of the fundraising goal for this year. To date there are 5 commitments from the Board towards the Annual Fund. Melanie urged all to send in their commitments before the end of the year. 100% participation from the board is essential to be shown as grant proposals are written. A shout out to Kate Rourke, Development Assistant, was given for her excellent work in getting the data base in order.

## **11. Facilities Update**

The lease for the Hyde Park property was signed but we can cancel out before end of December. \$25,000 was paid to facilitate this clause. We are still waiting to hear from Steward as to whether our lease with Carney will be extended. A group is meeting with the Mayor on November 22<sup>nd</sup>, including a representative from Steward. If we do not have an extension through June, 2019 at Carney, we may have to move to the Hyde Park facility. Carney is selling all its real-estate to an independent agent.

## **12. Empower Zone**

There will be a meeting on November 30<sup>th</sup> at 8:30a.m. at Chris Gabrielli's to explore potential involvement for CLCS.

Next meeting of the Board of Trustees of the Conservatory Lab Charter School will be January 17, 2017.

A motion to adjourn was made at 6:19p.m.