

## Conservatory Lab Charter School Board Meeting

Tuesday, October 18, 2016 4:30-6:30p.m.  
Lower School - 133 Hancock St., Dorchester

Present: Gary Gut, Bob Grinberg, Brad Richardson, Kitty Pell, Anne Snyder, Staverne Miller, Martha Kleinman, Maisha Douvon Cover, Melanie Sheffield, Lisa Wong, Dana Mauch, Erika Sanchez, Myriah Johnson, Bethany Ford

Absent: Stephanie Perrin, Kay Sloan, Clay Rives, Keree Simmons

Resigned: Mark Churchill (Mark is moving to the Center Board)

Staff: Linda Nathan, Nicole Mack, Seth Racine, Bea Abscal, Dana Reder, Josue Gonzalez, Cecilia Soriano, Christian Bautista (Intern)

### AGENDA

1. Public Comment - None

2. Approval of minutes from Sept. 20<sup>th</sup> Board Meeting.

Bob Grinberg moved that these minutes be approved and Maisha Douvon Cover seconded the motion and it was approved unanimously.

3. Principal Report and Education Highlights: Deep Dive Topic - PARCC results and social emotional learning at the School.

Seth Racine and Nicole Mack, principal, shared result of PARCC tests and information about social emotional learning at CLCS. Trustees had an opportunity to discuss after the presentation and brainstorm ideas for moving forward. The questions posed to the group were: 1) What are the factors that contributed to the academic situation that the school is now facing and 2) What are other schools doing successfully to meet the needs of their students. At the end of these discussions, facilitators for each of the 4 groups gave their notes to Seth who will synthesize the responses.

4. Strategic Plan update: Presented by Martha Kleinman

There were three proposals submitted. The committee vetted all three and decided to recommend TDC. Martha Kleinman made a motion to approve the choice of TDC as the Strategic Plan Consultant at the fee of \$93,000. Lisa Wong and Staverne Miller simultaneously seconded the motion. A discussion ensued. Martha Kleinman made the following amendment: Resolved, that Conservatory Lab Board make the recommendation to the Foundation to approve TDC as the consultant to lead us to the Strategic Plan that will benefit all three entities and that the final decision to proceed financially should be dependent on favorable outcome of the revenue recovery process by DESE. Gary Gut seconded the amendment. The motion passed with 9 yeas and 1 abstention.

5. Finance Committee: Approval of Audit. Bob Grinberg reviewed the particulars of this year's audit:

- There were no negatives in the financials
- There was a surplus for the school of \$260,000
- The Foundation has an operating loss of \$1,344,955.
- Cash available is \$3 Million

The draft report originally had four findings that the school was out of compliance on 6/30/2016 with some Trustee documents missing at DESE, but was fully in compliance by October 18th. Bob made the motion that this Audit for 2016 be approved. Martha Kleinman seconded the motion and it was unanimously approved.

It was noted that Andres Barraza has done a good job of separating the financials for the three entities. He put together an overall structure for each of the three entities.

6. Facilities: The pros and cons of signing of the lease for the Hyde Park site reviewed once again.

Motion was made by Gary Gut to wait two weeks on signing the lease for the Hyde Park site with full awareness that is posed a risk that some other group might come in the interim and sign a lease for the property. The motion was seconded and carried unanimously.

7. Governance Committee:

a) Proposal of Elaine Ing as Board Member.

Martha Kleinman moved that Elaine Ing be approved as a new voting member of the Board of Trustees of Conservatory Lab Charter School. Anne Snyder seconded the motion and it was carried unanimously.

b) Approval of Bylaws- Terms for Trustees

Proposed maximum terms are for 7 terms of 3 years each. This can be changed in the future. This proposal assures an orderly maintenance and renewal of Board Trustee positions that will keep the work of the Board moving forward smoothly. Gary moved to approve the final bylaws as prepared by Krokidas and Bluestein. Martha seconded the motion and it was unanimously approved.

8. Vote on Amendment pertaining to Common Application presented by John Chistolini.

This year we can make a change in admissions procedure and join in the Boston Common Application. We can go online with this as of November 1<sup>st</sup>. This process will make it easier for parents to submit applications to the schools that they choose for their children. Maisha Douvon Cover made the motion to accept this new admissions procedure, Anne Snyder seconded the motion and it was passed unanimously.

9. Committee Reports: Development presented by Bea Abascal and Melanie Sheffield.

17% of the year's overall goal has been reached. There has been approval of the final proof for the autumn Annual Fund mailing. There are 4 or 5 grants being written a month. The cultivation event at the Pucker Gallery went very well. The Center is presenting the film showing of *Dos Idiomas, Una Comunidad* at the MFA on Sunday, Nov. 6<sup>th</sup>.

Melanie called on all her fellow Trustees to make their Annual pledge or contribution as soon as possible and certainly before 12/31/2016. Three trustees have done so already.

10. Executive Session

At 6:15p.m. a motion was made, seconded and unanimously approved to go into executive session. After the staff left, discussion took place regarding a request by a former employee to make additional compensation payments to supplement a pension. A motion was made, seconded and approved with only 1 vote opposed, to deny the request.

The meeting adjourned at 6:45p.m.