

**Minutes from Conservatory Lab Board Meeting**  
**Tuesday, February 28, 2017**  
**4:30p.m. – 2120 Dorchester Ave.**

**Present:** Martha Kleinman, Stephanie Perrin, Melanie Sheffield, Clay Rives, Brad Richardson, Anne Snyder, Kay Sloan, Gary Gut, Ericka Sanchez, Maisha Douvon-Cover, Lisa Wong, Bethany Ford, Kitty Pell, Danna Mauch, Bob Grinberg- and -Keree Simmons

**Absent:** Staverne Miller and Elaine Ng

**Staff:** Linda Nathan, Seth Racine, John Chistolini, Bea Abascal, Cecilia Soriano, Dana Reder and Josue Gonzalez.

AGENDA

The meeting was called to order at 4:35p.m.

**1. Public Comment** There was none

**2. Approval of minutes from January 12<sup>th</sup> Board Meeting.**

Anne Snyder moved to approve the minutes, Martha Kleinman seconded the motion and the motion passed unanimously.

**3. Announcements:**

- CLCS History Timeline now hangs at both school sites.
- Congratulations to Clay Rives on the birth of his son, John

**4. Mini Dive on El Sistema (Josue Gonzalez)**

- Josue began his presentation by giving some personal history. Josue then continued outlining where CLCS' El Sistema program is now and where he wants it to go. His primary focus is on improving instruction.
- Showed criteria, grading scale and report on musicianship and literacy. Additionally, for 8<sup>th</sup> graders moving up from our school we are clarifying what they should know and be able to do – what national standards they are expected to meet.
- Josue was asked a number of questions: 1. Outline the ways in which students arriving at the school at different grades are integrated into the music program 2. Describe the music integration into academic subjects that is taking place. 3. What is happening to the Listening Project that the school used to have? 4. What assessments are given at which grades?
- Discussion on benchmarks ensued: 1. Social/Emotional Learning is definitely expected along with achievement in musical learning. 2. General music repertoire has provided the musical benchmarks for centuries, need to continue to assess where our program content fits into that.

**5. Review of School Reports:**

It was stated that the Deep Dive into different aspects of the school at each Board meeting, along with the comprehensive reports from Senior Staff provide very useful information and give context and background to where the school is now.

**6. Governance Discussion: Board survey Summary (Stephanie Perrin)**

Purpose of the survey was to assess where members of the Board were after the long and very significant transition to the new organizational structure and leadership. The general consensus is that, although the transition has been challenging, there is consensus on our missions and increasing comfort with new roles and responsibilities. . Items to focus on were as follows:

- Communication – between the School and the CLCS Board members, also more dialogue between the old and new members. A request for more social time together was made. A request to form a small subcommittee of the board to work on creating a schedule of social.

activities for the Board. was made

- Clarity around Leadership and relationship between the School and the Center.
- Succession – planning for next Chair of the board and smooth transition as older Board members leave and new ones come one.
- Diversity – continually looking to have the Board be reflective of the community that it serves.
- Strategic Plan – is seen as the vehicle to help chart the progress forward for both the School and the Center
- It was noted that it is always difficult to integrate old times with the new. As new Board members arrive a deep orientation to the entity needs to be given. These Deep Dives into particular areas are very valuable. They bring understanding to what the school is and what the Center is.
- In the past a day-long retreat in September was very helpful. This could happen again, as new Board members are coming on.
- Recommendation was made that a parent join the Governance Committee

### **7. Strategic planning update (Martha Kleinman)**

It was recommended that the results of the board survey be made available to TDC, the consultants for the Strategic Plan.

It was reported that almost all the interviews with the Board and the staff have been completed.

The questions that they were asked included:

- How long have you been involved with CLCS?
- What do you think the core assets are?
- What do you think the core strengths are?
- What are 3 or 4 core strategic priorities for you?

Parent/Faculty surveys being developed now. We want to ensure the engagement of parents and faculty. Questions will want to measure what motivates families to be at the school, measure satisfaction with what is happening at the school, get a reading on how they feel about certain locations for the school, assess their desire to remain and whether they would recommend the school to others.

### **8) Finance/Budget (Bob Grinberg)**

- The school is in fine shape financially.
- Linda has done a 1st pass on the Budget for next year. This is the earliest that the budget for the next year has been prepared.
- Request is for approximately 11% increase over last year.
- There appear to be two needs for this budget, which might be in conflict: 1. there are programmatic needs to improve the school and 2. there is a need to show a surplus in the budget as the school goes to banks to request loans for the new school facility.
- We will not know for certain until next Fall what the change in tuition from the State will be for next year. Historically, there have been modest increases most years, but there is no guarantee that will happen again.
- The challenge is that staffing for next year needs to begin now and we won't know what the increase will be to later.

### **9) Development report and update on Capital Campaign (Clay Rives)**

- It was reported that \$366,388 is in and that is 74% of this year's Development Goal. \$55,000 of that is for Capital \$306,000 is for Annual Fund.
- Development Committee is working well. Priorities are reviewed at every meeting. Biggest need is to expand the pool of donors
- Board is the biggest lever to reach out to new donors

- New cultivation events are needed.
- Development Committee is also reaching out to other Board activities.
- So far, about 80% of members of all three boards have contributed this year.
- Linda pointed to all the events on the performance calendar presented at this meeting. In particular, she singled out March 1<sup>st</sup> at the BPL, March 28th at the Paramount and Friday Finales at 133 Hancock as good opportunities to which to bring new people.
- Gary reported that a recent conversation with the Barr Foundation had gone well. They are very supportive and friendly. It was a follow-up call to their \$1M pledge with an additional \$0.5M, provided progress is made on a new site. They have given the first \$1.0M and will allow until end of 2018 to meet the conditions for the remainder.

#### **10) Facilities**

- Columbia Rd property. - Discussion was held regarding the offer previously turned down and the new offer made. For this project, CLCS would rely on a guarantee from Mass Development to support borrowing 100% of the appraised value. Will need ~\$6M in capital. Need to raise about \$1-2M. There appear to be no extraordinary zoning or political problems with this site, but further investigation is necessary. This option is part of a 2 school site plan. Before detailed due diligence can begin, aP&S and community outreach must be completed..
- Site B - Possibility that architectural plans originally designed for Bartlett Place could be used here. Working organically to build community support. This option is part of a 1 school site plan.
- Further options will be explored as they develop - nothing is off of the table as we have at most until June 30, 2019 on the carney lease.
- Board Development Chair observed that at this time he is not sure what the reality is of raising significant new money for capital projects.. New project plans have to be developed before we can better assess how that money can be raised.
- Show of hands was requested to sign P&S, if necessary, to keep open the Columbia Road option. Majority of hands supported that action.

#### **9. Other Business**

It was announced that the 8th grade Humanities teacher resigned. Interviews are taking place to find a replacement.

Martha Kleinman moved that the meeting be adjourned. The motion was seconded by Kitty Pell and Melanie Sheffield. Meeting adjourned at 7:04 p.m.