

Conservatory Lab Charter School
Board Meeting Minutes
March 20, 2018 – 5pm-7pm
2120 Dorchester Avenue – Dorchester, MA -2124

Present: Erika Sanchez, Bethany Ford, Kimberly Nelson, Kay Sloan, Kitty Pell, Martha Kleinman, Melanie Sheffield, Bob Grinberg, Lisa Wong, Lynn Cetrulo (phone), Brad Richardson (phone)

Staff: Nicole Mack (CLCS, Principal), John Chistolini (CLCS), Jill Davidson (CAS), Linda Nathan (CAS), Allison Chow (CLCS), Rachel Sacks (CLCS Foundation), Brad Barrett (CLCS)

Absent: Tyrone Sutton, Maisha Douyon Cover, Clay Rives, Danna Mauch, Gary Gut, Reverend Groover, Myriah Johnson, Staverne Miller, Keree Simmons

Before the meeting officially began, two CLCS students, one from 7th grade and one from 8th grade, presented on two music compositions that were composed last week during an El Sistema class. Both compositions were created for the National Walkout Day on March 14th, and were inspired by the feelings and thoughts these students had regarding the recent school shootings.

Kay called the meeting to order at 5:19pm

AGENDA

- I. Public Comment
 - a. There was none.

- II. Kay asked for a motion to approve the February 27, 2018 Board meeting minutes. Kitty made the motion to approve the minutes. Martha seconded the motion. The motion passed unanimously.

- III. Bob Grinberg provided an overview of the FY2019 Budget Draft for CLCS. Highlights from that discussion include:
 - a. 3% projected increase in tuition reimbursement from the State of Massachusetts
 - b. Federal entitlement programs are decreasing due to government decisions
 - c. Healthcare costs are increasing; more staff members are signing up for CLCS healthcare
 - d. Compensation/salaries for next year have increased due to Board approved proposal from the Teacher Retention and Recruitment Task Force.
 - e. Increase in parking costs from Carney Hospital, but rent and utilities for use of Carney Hospital space will not increase.

- f. Next steps: vote on the proposed budget during the June 2018 meeting
 - g. A question was raised as to whether or not the classroom sizes for the lower grades will increase next year due to decrease in overall FTE. John Chistolini assured that this was not the case, and that smaller classroom sizes will be maintained. The decrease in FTE will be purely administrative. Consensus was that smaller classroom sizes are working well, and the hope is to see that in the upper grades as well.
 - h. Most teachers are staying on for the upcoming academic year.
- IV. Update on Columbia Road Project:
- a. Have all the approvals that we need to build at Columbia Road
 - b. Designed to handle the music program specifically (ensemble rooms, etc.)
 - c. Citizens Bank will finance a portion of the project, but still need final paperwork to come through
 - d. Positive meeting with Civic Builders on March 19, 2018. Civic Builders as agreed to provide CLCS with allocation of new market tax credits to finance portion of the new building.
 - e. Hope to have a shovel in the ground on the Columbia Road project by November/December 2018
 - f. Will embark on a capital campaign to raise the remaining funds
- V. Committee Reports
- a. Development Committee – Melanie
 - i. Call to Board members to make their annual fund gift to CLCS
 - ii. Outperforming last year by 17% (annual fund)
 - iii. \$355,000 toward \$535,000 goal – 60% of our goal – nice performance
 - iv. Review of Capital Campaign status
 - 1. Funds needed by November/December 2018
 - b. Governance Committee – Martha
 - i. Interviewing 3 prospective trustees for the 2018/2019 school year
 - ii. Reminder to return Board surveys to Kay ASAP
 - iii. Next meeting: April 5, 2018. Want to receive feedback from the full board from surveys so as to make recommendations to the Executive Committee regarding changes to Board structure
 - c. Joint Strategic Planning Committee - Lisa
 - i. Meeting next Monday to discuss larger vision with all three entities; have asked Board members to deliver feedback regarding this vision
- VI. Review of School Reports, Development and Communications Report, and Center for Artistry and Scholarship Report
- a. Have begun to pull out Board report highlights in reports for the Family Bulletin.
 - b. Bob Grinberg asked Linda Nathan and Nicole Mack to comment on two things they are most excited about at CLCS, and two challenges. Highlights included:
 - i. Teacher leadership and overall growth with students are exciting

- ii. Ensuring students are learning at grade level and that staff are developing leadership and teaching skills are challenges
- iii. Communication and transparency amongst Nicole Mack and staff is strong
- iv. Ensuring proper funding for sustainability is always a challenge

Kay asked for a motion to adjourn the meeting. Kitty made the motion to adjourn the meeting. Lisa seconded the motion. The motion passed unanimously. Meeting adjourned by 6:27pm.

Documents/Exhibits used during meeting

1. 3/20/18 Board meeting agenda
2. February 2018 Board of Trustees meeting minutes
3. FY2019 CLCS Budget Draft
4. Conservatory Lab Year 19 Targeted Site Visit Report Final
5. Final Summary of EL Mid-Year Review (February 2018)
6. School Reports
7. Development & Communications Report
8. Center for Artistry and Scholarship Report