



I. Roll call

- A. Members of the Board in Attendance: Cathy Cappellieri, Nell Conroy, Anne Dichele, Bill Murphy, Matt Nittoly, Evan Levinson, Mary Newberry, Angela Nida, Adam Norris, Nicole Shagoury, Jimi Napoli, Skelton Key, Carole Oddie, Kristina Testa-Buzzee,
- B. Members Absent: Joy DeJaeger (left 6:04pm)
- C. Public Attendance: Dworken, Hillman, Lamorte & Sterczala CPAs/Business Consultants; Linda Simmons

II. Public Session

- A. Nothing to report.

III. Call To Order

- A. Anne Dichelle at 5:30pm

IV. Review of Minutes

- A. Motion from Jimi, second from Nell
- B. Changes to the minutes:
 - 1. Correct "hear by" to "herby"
 - 2. Public Session formating correction
- C. Move to accept and approved.

V. New Business

- A. Audit Review & Report
 - 1. Auditors were here to report on our school with state compliance reports as well as the financial statements.
 - a) Page 3 - Not a lot of comments on balance sheet, cash is still strong, and fixed assets are pretty consistent with last year as well as liabilities.
 - b) Page 4 - Income Statements: total revenues last year was about 2.8 million this year was about 2.9 (increase of \$90,000). A few reason for this was Common Core Grant and Charter School Grant was increased, however the Title I was decreased from the year before.

- c) Overall the auditors are very comfortable in the efficiency of balancing the budget and running our business.
- d) Page 5 - Cash Flow Statement, is a good sign that the organization is managing itself well.
- e) A question is proposed to the best way to utilize the Board designated funds and articulate it on paper. It becomes a sort of wish list of what they want to happen in the future to include emergency funds, grounds improvements, etc. We need to figure out what we want and how much we want to designate.
- f) The 17 years of how we have been running our organization speaks through to investors for potential projects that we are very stable at running our business.

VI. Reports

A. Director's Update

1. Governor Malloy's FY 2016-17 budget proposal: Bill No. 943, An Act Concerning Charter School Modernization and Reform was introduced. There are several aspects of the bill that will impact Side by Side
 - a) Funding for Charter School Construction Projects; Under current Connecticut law, charter schools only receive facilities funding assistance from the state through a competitive grant program. Governor Malloy's proposal aims to increase the grant money available for capital projects by \$5 million beginning on July 1, 2016. It is important to note that a significant number of charter schools apply for this grant and each school is awarded a fraction of the money that is available.
 - b) No New Charter Schools or Funding Increases: The Governor did not propose funding for new charter schools or increase charter schools' per pupil amount. *The per-pupil funding level will stay \$11,000.*
 - c) Charter Modernization: Broadly, the Governor's proposed bill focuses on greater CMO and charter board oversight, greater emphasis on evaluating academic performance, and greater charter/district collaboration. The following outlines the changes proposed in the Governor's Charter Modernization Bill.
 - d) Would require all charter staff/board members, CMOs, or contractors doing business with a charter school whose work "entails close proximity to students" must be subject to state and national criminal background checks

- e) All charter school board members must complete trainings relating to board responsibilities and best practices; and that all charter boards be required to adopt anti-nepotism/conflict of interest policies
 - f) Charter school boards would be required to get approval from the State Board of Education prior to making any "material change" to the school's mission, structure, or educational programs. Material changes include, but are not limited to: (1) altering the educational model in some fundamental way, (2) opening an additional school building, (3) contracting or discontinuing a contract with a CMO, (4) renaming the school, (5) changes in grade configuration, and (6) increases/ decreases in school enrollment by more than 20%
2. Greater school accountability:
- a) The bill proposes that any charter granted by the state "include academic and organizational performance goals, developed by the state board."
 - b) The bill proposes that any charter renewed by the BOE after July 1, 2015 must include academic and organizational performance goals in its renewal evaluation.
 - c) The bill would provides that the BOE can consider a school's progress in meeting the academic and organizational performance goals set forth in its charter when deciding whether or not to grant renewal.
 - d) The bill proposes that after July 1, 2015, the BOE be allowed to annually review all applications for additional charter seats and appropriate seats based on a school's progress in meeting academic and organizational performance goals.
 - e) The bill would require each charter board to submit, as a part of its annual report to the Commissioner of Education, information about the school's progress in meeting the academic and organizational performance goals set forth in the school's charter.
3. NECSN is preparing testifiers for two key legislative committee hearings: an Education Committee hearing on Wednesday, February 25 and an Appropriations Committee hearing on Tuesday, March 3. I (Matt Nittoly) will be testifying at the Appropriations Committee hearing on 3/3. Sending a strong message to elected leaders at these hearings is critical to a successful legislative session
4. Legal consulting: I plan to continue utilizing the legal counsel services of Shipman and Goodwin to review and update existing policy, and to draft needed policy. This

will include the BOD By-Laws, Teacher Contracts and a “Employee Handbook” for SBS employees.

5. Curriculum, Teaching and Learning Update (Mary Newbery)

- a) Testing is scheduled for end of March and end of April into May, parents have been notified of the testing windows.
- b) Follow up PD for 3/3 for Literacy
- c) Parent Forum Coming up to get parents into talking about strategies for get students ready for reading assessments
- d) Starting to see some positive trends in the data receiving for “Blue Ribbon” and other sources

B. PTCO Update

1. Meeting on February 10, 2015 - 2 parents and 2 staff. The conversation was held on who are the active parents to try to get to join the PTCO. The thought was to reach out to teachers to find the strong and active parents within the class. Essentially, the PTCO is looking at trying to recruit these strong parents who can also possibly pull more parents into to actively engage in the PTCO.
2. Nell also added that we should look at strong leaders in the culture groups within the school who could actively engage the parent community.
3. The PTCO is not just looking for people to attend the PTCO meetings but to bring ideas to the group.
4. Talking about a Cinco De Mayo Night as well as a sweetheart dance with the LS. Spring raffle right after spring break with the drawing the night of the Spring Concert.

C. After School Update - Nothing new to report, Anne is still in the process with Jimi and will present soon to the board.

D. Student Outreach Update

1. A committee will be formed for all those interested and will present when available to the board. Currently, Jimi Napoli and Carole Oddie are interested in serving on the committee.

VII. Committee Updates & Open Issues

A. Finance Committee

1. Through January this fiscal year.
 - a) Cash increase is due to the 3rd quarter payment from the state
 - b) Liabilities and Equity

- (1) IT Consultant is currently 2 months out
 - (2) 2205 - Intern Program (Invoice came in from QU)
- c) Profit & Loss
- (1) 4050 - CT Charter Allocation budgeted for 235 students and we had 235 students on October 1st
 - (2) 4170 A there is an increase in the early room however 4170B is at a negative variance to the budget.
 - (3) 4300B Family Resource Grant - the grant came in higher than budgeted
 - (4) 6111B-5 Favorable now due to the change in Spanish to Research & Portfolio
 - (5) 6200K HRA Program - not many employees have had a need to utilize yet.
 - (6) 6200L HSA Funding 1st qtrly funding of employee HSA
 - (7) 6400B - Fuel delivery in February which isn't currently reflected in the balance.
 - (8) 6400D reflects the rent increase effective 10/01
 - (9) 6400G due to timing - snow removal
 - (10) 6612E - we have picked up 2 more computers, they are inexpensive at \$800 they are no longer capitalized.
 - (11) There is a packet with the check register and the P&L summary for fundraisers.
 - (12) CD - Linda went to Liberty Bank and spoke with a representative. Liberty Bank has a 6 month CD at 0.5%. Now they started a money market account which is at 2% through December of 2016 from \$0.01 up to \$100,000. Anything above that is 0.4%. There are no fees associated, but you must have a checking account with them for a minimum of \$25. Linda proposed \$250,000 in a CD at 0.5% and \$250,000 in the Money Market at 2% which will close the School's account with the Bank of America.

B. Facilities Committee

1. Thursday there will be a meeting with a woman from GE Capital who is change of their community foundation grants. Bill has been working on an outline for an offering memorandum. A presentation is being created more specific to recruit and market to organizations around the project for a new facility.
2. The meeting with GE Capital is expected to bring greater insight into the direction and needs to complete the project.

3. The big factors in this project is continuity and effort, so it is being determined that a developer is probably going to be needed to ensure the projects success. This includes the creation of an ongoing development plan on how we are going to repay some of these funds. Therefore, the school is going to need someone that this is their specific duty.
4. To replace the 9 SmartBoards that are in need of replacing. There are 3 in the annex, 2 on the 1st floor of the main building, 4 on the 2nd floor. One option was looking at replacing them with a newer board like the one in music class. Roughly the install, smart board, and projector is around \$3100 per board. Training is free on the software however the software which used to be free is now licensed. Eventually the boards are moving to an LED board similar to a touchscreen tv which is approximately \$4200. Also they said they would donate a "Home Theatre Projector" for a Gala item. Additionally, they will offer a Smartboard for the gala for touch.
 - a) Year 1 - 4 SmartBoards - \$17,000
 - b) Year 2 - 5 SmartBoards
 - c) Year 3 - Pre K (waiting to determine best fit)

C. Fundraising Committee

1. Jude, Matt, Evelyn, and Cathy met to talk about the Gala and do a change in plan this year. Instead of doing a silence auction there will be a 1hr live auction during the gala. The change is thought to bring more functionality to lines at the end of the night to pay. Additionally, the idea would create a little more lively atmosphere and sense of urgency. Jude works for "Brassy Hill Auction" which is why he is consulting on this issue and able to bring the resources needed to make it successful.
2. There was a discussion to drop the tickets from \$125 to \$100.
3. Anne is working on invitations and they will be mailed the last week in March. Anne requested BOD members to email names of anyone who would be great potential donors to be added to our invitation list.
4. BOD is still looking for items for the Gala.

D. New Member for Conversation - Tabled for Next BOD Meeting

VIII.Executive Business

IX. Set Agenda for next meeting

- A. Roll Call
- B. Public Session

C. Call to Order

D. Review of Minutes

E. Reports

1. Director's Update
2. PTCO Update
3. After School Program Update

F. Committee Updates

1. Finance Committee
 - a) Additional Signer for the new account at Liberty Banks.
2. Facilities Committee
3. Fundraising Committee
4. New Member Conversation
5. Student Outreach Committee``

G. New Business

H. Executive Business

I. Set Agenda for Following Meeting

X. Adjournment

1. Motioned by Nicole, seconded by Anne.
2. Minutes submitted by: Angela D. Nida