



SIDE BY SIDE
CHARTER SCHOOL

Side by Side Board Meeting
May 23, 2017

APPROVED MINUTES

I. Roll Call

A. Members of the board in Attendance: Anne Dichele, Matt Nittoly, Adam Norris, Nicole Shargoury, Jimi Napoli, Steve Ferguson, Kimberly Grimm, Larry Cafero.

B. Members Absent: Bill Murphy, Melanie McGowan, Sally Davids, Joy DeJaeger, Chris Berich

II. Public Session

None

III. Call to Order

A. Anne at 5:35

IV. Review of Minutes

A. Motion from Jimi , second from Adam

B. no changes.

C. Move to accept, approve by Josh

V. New Business

Review by Finance Committee, presented by Adam and Linda, on budget for school year 2017/18

Highlights include:

- Bump in per pupil allocation and FRC grant,
- Program fees / extended day - using same numbers as this year
- Salaries determined off the certified teach salary chart and a 2% increase for non certified employees
- Health - increase 20% for budget purposes, health insurance year starts December 1st.
- 6323H - NAEYC - accreditation for Pre-K. Will have a site visit Jan 2018. Marie Iannazzi will oversee preparation for the accreditation. The State offers some early childhood consult services including standards for process. Advice received: need to make changes - to much material in the classroom, need more storage space. Also for playground cushion standards for jungle gym.
- Matt estimating a budget figure more like \$10K. Will be reviewed and revised on next budget proposal edit.

- Utilities - added 3%
- Heat pumped 25% +\$4500 . Matt feels to high. Linda will review numbers and will talk to Devine to see if locking in oil price for season.
- 6400 G Snow plow - with construction we need more removal vs plowing. Kim suggested they address the city for assistance.

Revisions will be emailed to the entire Board. Discussion and election to approve will be at June BOD meeting.

Board elections

Kim will continue her term in parent seat for an additional year to create staggered elections for the three parent seats.

Jimi will transfer remaining year on parent seat to a community member.

Board elections will ensue for two additional parent seats.

Steve will return for a two year community seat.

Teacher - make up of the board. History has shown disinterest by the teachers. Attendance sporadic with minimal contribution. Absence then takes time to repeat things. Suggesting of a bylaw change.

Larry clarified that lack of attendance could eventually cause quorum issue.

Nicole will bring up a discussion at staff meeting.

Side conversation ensued that in next Board year a retreat be scheduled to review current BOD by-laws so to modify and update them.

VI Reports

Director Update:

- I. Parent Forum (New Building Construction) on 5/16:
 - Approx. 6 parents/1 staff member in attendance
 - Map of construction area was presented
 - Majority of concerns/questions focused on parking, drop-off and dismissal procedures
 - Focus Group/Committee to explore options; Summer day celebration/trial run

- II. NAEYC (National Association for Education of Young Children):
 - SBS is registered for accreditation process for January 1, 2018
 - This will include site visit and program review
 - Marie Iannazzi is overseeing process
 - State has granted assistance from Early Childhood Service and EdAdvance RESC to support charters in the process. (approx.. 30 hours of consultation)
 - Expenses:
 - ✓ Registration/self-study: \$500
 - ✓ Summer work/stipend: \$1000
 - ✓ Room renovations add'l storage: TBD
 - ✓ Playground safety renovations: TBD

- III. Parent/Staff Surveys:

- School administration has initiated both parent and staff surveys to collect feedback for school improvement-planning process. (Effective 5/23 there have been 27 parent responses)

IV. Bussing Changes:

- Approached by NPS with cost savings plan focused on consolidating transportation (cutting buses)
- SBS requested to alter school day hours and bus-share with CMS in PM (in addition to AM)
- Multiple meetings and negotiations resulting in no change to school day,, bus students dismissed 5 min. early (3:20); CMS pick up first than SBS; Communications to SBS families in summer to make them aware of anticipated challenges

V. Staffing for 2017-18:

- Only known teaching vacancy is Special Education
- Only known Para vacancy is “floater”
- Office/clerical vacancy: Receptionist

VI. Curriculum & Instruction Update:

- Students are taking their end of year MAP assessments in order for us to look at student progress across the year and plan for individual student support for next year.
- New Science units are being ordered in order to add the second Next generation Science unit to the elementary school, making our transition to the Next Generation Science standards complete.
- In summer of 2016, Mary helped facilitate a grant application process with Aldrich; combined application for a National Endowment for the Arts grant to expand the middle school interdisciplinary arts program. We were just informed that the grant application was successful. Details forthcoming in the fall after summer planning sessions.

VII. Misc:

- Gala net: \$26,790
- SBS spring concert and Art show (5/18)

Finance Committee

Current year following budget allocations. No great pick up or loss causing any large bottom line fluctuation.

PTCO Update

Fourth grade had a Countries of Origin Breakfast Celebration 5/18 from 9:30-10:30am. As part of their immigration study the kids researched their own countries of origin, put together a poster board

presentation and presented. Representatives from seven families attended . Matt posted pictures on school Facebook page.

Building Committee

A parent form took place to discuss how construction will impact next year. Six parents in attendance. Excellent questions and dialogue at the meeting. Number one concern is parking, drop off and pick up. Request is to form a committee for pick up and drop off. Other concern is staff parking. Reaching out to neighborhood establishments for teacher parking slots.

There was a public meeting with contractors to present project. Eighteen construction companies were represented for the presentation and property walk, Formal invitation to bid followed meeting. Bid request also on DAS website. Deadline for bids is June 8th. Review of bids and award bid roughly a week following.

Fundraising

Proceeds from the Spring Gala netted \$26,790. Sponsorship donations made up \$13,660 of the total.

Discussion on selecting a date and venue for Fall fundraiser and selecting a date for next years Spring Gala to return to Shore Haven.

Motion to adjourn by Anne , second by Kim

VIII. Set agenda for 6/13 meeting at 4:30pm

Roll Call

Public Session

Call to Order

Review of Minutes

Accountant Review

New Business

Vote on budget

Reports

Directors Update

PTCO Update

Finance Committee

Building Committee

Fundraising Committee

Executive Session

Set Agenda for Following Meeting.