

Headmaster
Lisa Parquette Silva
Director of Operations
Matthew Harrington



Master Teachers
Sheila Hopkins-Osnes
Olawa Gibson
Migdalia Vargas
Jennifer Trani
Erin Farley
Ivy Cole

Board Meeting 12/06/17

I. Opening Items

A. Record Attendance and Guests

Kevin, Fleur, Matt, Lisa, and Lorraine in attendance

B. Call the meeting to order 6:08

C. Approved minutes –Minutes were unanimously approved

II. Finance

Monthly financial report

Matt Harrington – Met with Svetlana to confirm financial status. Ending cash balance

Snapshot – 390 students is what the budget was based on. When he tried to submit a budget for over 370 students. It is a problem to go over for the whole school The difference between is about \$500,000. Our special education numbers are higher than anticipated – 199,000 vs. actual 320,000

Matt stated that we will be ok. Surplus 383,000 in reserve. Keeping an eye on the budget and spend diligently to insure we are on track to meet the budget.

Have had cost savings on personnel side – school aid, military leave – saved some money in the budget. He projects 100,000 surplus but needs to keep an eye on the budget.

Lisa stated that there was also a cost saving because a gym teacher needed to be let go. He will be replaced after a hiring day this week.

Governance

A. Discuss BoardOnTrack – This site was launched. Lisa has been working with Melissa from the company to become familiar with this. She asked that we go on BoardOnTrack and complete a skills analysis. This will be helpful to build the board and identify the strengths on the board and a balanced board with a variety of skills. Lisa also requested that the board members take the CEO evaluation. The state likes CEO evaluation of BoardOnTrack and the state wanted this to be used instead of the Kim Marshall rubric which will be used this year for teachers.

B. Board Member Resignation

John Jangle has resigned from the TNAACS Board because he does not have the time to dedicate to meetings and committees. The charter board said it seemed that it would be ok to have teachers on the board. The state said this is not permitted.

C. Potential New Board Member

Lorraine Scorsone spoke about a recommendation for the board. Her name is Rebecca Jones who is a retired Teacher's Center teacher, professional developer, and may also be a pipeline for future educators. Can also be your connection to higher education. Lisa reached out to her and will invite her to visit the school and learn more about TNAACS.

Jessica Saratovsky has also offered to join the board. Lisa will keep us posted on the contact.

There is a show called "Let It Snow" that the children will be performing and all of the board/community is invited

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IV. Other Business

A. Revisions to employee handbook

Matt Harrington spoke about employee attendance. The first is with regard to parental. Currently both men and women are able to take 6 weeks paid and 6 weeks unpaid. Matt volunteered to not have he and his wife's leave overlap. Spouses who work in the same department can stagger their leave. Kevin suggested adding language be incorporated that the disruption of the school be taken into consideration.

Critical days – Emphasizes that when someone is absent, it causes too much disruption in a school. Trying to discourage people from taking personal days on critical day. On a critical day, you get deducted 16 hours (vs. 8 hours). The exception is illness on a critical day. A doctor's note is required.

The board unanimously approved the two changes.

B. Test preparation

TNAACS wants to prepare the students in the class during the day. After school and Saturday has had mixed results in the past. Lisa searched outside test prep courses that were recommended by other charter schools. The organization provides one teacher for every 8 students. The cost is \$40 an hour per child. It would be targeted test. The criteria that the Master Teachers will determine the students that should be participating in the program. It will be for 8-10 Saturdays for 2 hours for 24 students.

There is also an interventionist. Every teacher has a 1:1 mentee that they meet with each morning.

One of the criteria for selection will be parent commitment to attend and be punctual. There is not a maximum – there is a minimum of 20.

Evolve is the name of the company.

The board unanimously approved using Evolve for test prep budget pending.

V. Closing Items

A. Adjourn Meeting at 6:49.