



# ATMOSPHERE ACADEMY

## taking learning to new heights

### Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes February 16, 2017

Atmosphere Academy Charter School Building  
22 Marble Hill Avenue  
New York, New York 10463

**Board Members Attending:**

Mr. Mervin Burton  
  
Mr. Jesse J. Greene, Jr.  
Dr. Michael Lagas  
Dr. Evan Powderly  
Father Thomas Lynch

**Board Members Absent:**

**Others in Attendance:**

Mr. Colin J. Greene (Principal)  
Mr. Bryan Fryer (MMJ LLP)  
Ms. Elisabeth Nash (AA)  
Mr. Michael Livolsi (by phone)  
Mr. Nathaneel Cleary (AA)  
Mr. Christian Roman  
Mr. Ben Pah (AA)  
Ms. Jane Tulley (AA)

At approximately 5:03PM the meeting was called to order by Dr. Powderly.

Board Reports: My Colin Greene discussed the board subcommittee assignments and meeting requirements. Board members for the committees of accountability, governance and finance will meet at an upcoming date.

Mr. Greene requested that each board member develop a list of potential donors for future communication with regard to a “call to action” the school had put together.

There were no revisions to the agenda. The agenda was adopted.

#### **Agenda Item 5.1 Board Meeting Dates**

Mr. Colin Greene proposed meeting dates of March 14 and April 13 for the next two meetings.

**Agenda Item 5.2 Welcoming Guests.**

Father Lynch introduced a parent of students in a local catholic school that is closing. The parent has two children in the third and sixth grades. The parent was warmly greeted by the board and the leadership team and given a tour of the school.

**Agenda Item 5.3 Finance Update.**

Mr. Bryan Fryer reviewed the schools financial performance. Enrollment is up. The enrollment number for revenue purposes will be an average of 251 due to enrollment of 240 to start the year and 260 to finish the year. This will drive more revenue, and with many expenses and cash payments frontloaded, the financial performance of the school will improve. Year to date the school has a small profit and loss deficit, but the projection to year end is flat to slightly up.

Mr. Fryer discussed the redesign of the accounts payable process. The accounts payable report is prepared weekly. This is used to decide what checks are to be cut. A planning meeting is also held when the per pupil money is received and again, halfway between such payments.

A discussion of the sales tax recovery process was discussed. The school periodically files for recovery of amounts due to the school since the school is a tax exempt organization.

Mr. Pah and Mr. Greene discussed a vendor's contract and work for the school.

Mr. Livolsi called into the meeting at this point.

**Agenda Item 5.4. Student Achievement Report.**

Mr. Cleary and Mr. Greene reviewed charts showing the progression of test scores for students at the school. He started the discussion around the 6<sup>th</sup> grade. He reviewed the control panel table of test results for Math and English. He noted how important it is for students to do well in all test areas, not just multiple choice questions. He made the point of how difficult the English tests are for students due to the complex texts and structure of the questions. More work is needed to get students into the target range.

For grade 7 the students are making good progress, especially in English. Math is progressing more slowly. A number of students are just short of the proficiency level so there is an opportunity to see improvement in overall proficiency percentages. Improvement in constructed response skills is leading to the greatest gains, but a renewed focus on selected response skills will help to improve outcomes there. Success on both constructed and selected response questions is needed to realize proficiency.

**Agenda Item 5.5 Achievement Program.**

The leadership team discussed the Achievement Program. This program is designed to help students by providing targeted academic intervention and test preparation. It is driven by data. Students are separated into levels and instruction is tailored to each level. This effort is aimed at students on all levels and required 6 teachers at a time per grade level with 3 teaching English and 3 teaching Math. Mr. Greene discussed the hiring and training strategy for this program as it grows in size next year. Dr. Powderly explained how his school has a similar process for hiring and training. Mr. Greene explained how prior

state tests can be used as an element of the curriculum and teacher training. Dr. Powderly explained how a record this year's achievement classes could be used for future teacher training.

### **Agenda Item 5.6 Fundraising**

Mr. Burton explained the fundraising opportunity he brought to the school. He explained what the school needed to do to have a chance at this opportunity. He explained that the donor organization wants to have an impact and to see results from any grant that it makes. Dr. Powderly explained a grant request he had prepared.

Mr. Jesse Greene expressed how the achievement program was a measurable new program that required new money for the school from just such a grant or other source.

Mr. Colin Greene explained that he planned to prepare a grant request and send to the board and other school leaders for comments prior submission for the grant.

### **Executive Session.**

At 6:50PM the board moved to go into executive session to evaluate particular employees and to discuss acquisition of leased property. The motion was adopted

The board moved to return from executive session. The motion was adopted.

There was no new business and the board moved to adjourn.