



ATMOSPHERE ACADEMY

taking learning to new heights

Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes May 22, 2017

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

Board Members Attending:

Mr. Mervin Burton
Mr. Alan Dillon
Mr. Jesse J. Greene, Jr.
Dr. Evan Powderly (phone)
Mr. Michael Lagas

Board Members Absent:

Father Thomas Lynch

Others in Attendance:

Mr. Colin J. Greene (Principal)
Mr. Bryan Fryer (MMJ LLP)
Mr. Christian Roman(AA)
Mr. Michael Livolsi(Attorney)
Mr. Ben Pah (AA)
Ms. Jane Tulley (AA)
Ms. Elisabeth Nash(AA)
Mr. Jonathan Shulman
Ms. Kathleen Berkery

Agenda Item 1. Call to order.

At approximately 5:12 PM the meeting was called to order by Dr. Powderly.

Agenda Item 2. Pledge of Allegiance

Mr. J. Greene led those present with the pledge of allegiance.

Agenda Item 3. Board Reports

Mr. J. Greene reported on the Finance Committee teleconference.

Agenda Item 4. Approval of Minutes

There were no minutes to approve.

Agenda Item 5. Revision and Adoption of Agenda

There were no revisions to the agenda.

Agenda Item 6.1 Board meeting dates.

The board discussed tentative board meetings for June 29 and July 10.

Agenda Item 6.2 Benefits Presentation

Mr. Shulman presented a discussion of employee benefits to the board. They noted that last year's changes were well accepted by the employees. They also noted the improvements made in the dental plan.

He next presented a discussion of disability plans and permanent life insurance offerings. The board discussed their proposal on life insurance and how term life insurance compares to permanent life insurance. They asked for prices for term and permanent (whole) life insurance programs. The board delegated to Mr. C. Greene to make any decision under the analysis discussed by Mr. Burton. The Finance Committee was asked to confirm any decision.

The board then discussed the structure and value of long term and short term disability plans for employees. After discussion the board delegated decision making to Mr. C. Greene with confirmation by the Finance Committee of the board.

Mr. C. Greene discussed how benefit plans might be structured to allow employees to select different benefits for each person. The tax issues and administration costs need to be reviewed further at a later date.

Ms. Berkery proposed a review of the 401K investment and cost review. The board agreed to let them perform that service.

No decision was made to change benefits at this meeting.

Agenda Item 6.3 Operations Update

Mr. C. Greene, Ms. Tulley, Mr. Pah and other staff discussed various matters regarding operations of the school.

They reviewed debit card process, payroll process, and employee's days off budget and usage, .Mr. C. Greene reviewed responsibilities for certain staff, their assignments and how they are paid.

School attendance rates were reviewed including how high absentee situations are handled. Two unique student situations were discussed. Mr. Pah discussed the improved data from the newly installed card swipe system. It was noted that the school is in compliance with all reporting and follow up rules on absent students.

Student population for next year was discussed. The expectation is for over 400 students. To accommodate this growth is the new leased space expected to come on line in 2018 and the temporary

space expected to be under lease shortly. The costs of fitting out that space with furniture and supplies was discussed with the board.

Agenda Item 6.4 Finance Update

Mr. Bryan Fryer reviewed the financial performance and financial condition of the school. He noted that the school will probably have a positive net income before depreciation for the full fiscal year.

Agenda Item 6.5 Advisory Board

Mr. Roman and Ms. Nash agreed to be the leaders of an advisory board for the school. Potential candidates for the advisory board were discussed. Mr. Livolsi recommended that a review of the charter and bylaws be performed to determine the authority to form such a board, and to form a description of such a board. A decision was made to draft a definition of the board, set a proposed meeting schedule, set the nature of the meetings and determine the authority of the board.

Agenda Item 6.6 SUNY Visit

Mr. C. Greene led a discussion of the recent SUNY visit with the board. He noted the value of the presentation on the school that he had prepared and gave to SUNY.

Agenda Item 6.7 Hiring Update.

Mr. C. Greene reviewed his hiring plans for the coming school year given the growth of the student population and the addition of the 8th grade. He reviewed the current teacher list, the intervention strategy, the school's plans for improvement in instruction and the resulting need for hiring.

Agenda Item 7 Public Comments

There were no public attendees or comments.

Agenda Item 8 Consent Agenda

There were no consent agenda items.

Agenda Item 9 and 10. Executive Session

A motion was made to enter executive session to cover personnel evaluation and/or termination of particular employees and to discuss the proposed acquisition of real estate. The motion was adopted.

Agenda Item 11 and 12. Exit Executive Session

The board returned from executive session.

Agenda Item 13. Unfinished Business

There was no unfinished business.

Agenda Item 14. New Business

Atmosphere Academy
May 22, 2017

There was no new business.

Agenda Item 15. Adjournment.

A motion was made and adopted to adjourn.

Jesse J. Greene, Jr.

Secretary of the Board of Atmosphere Academy

June 19, 2017