



ATMOSPHERE ACADEMY

taking learning to new heights

Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes June 29, 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
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)
Ms. Cheryl Sacco(Attorney)
Mr. Ben Pah (AA)
Ms. Katherine Brennan (AA)
Mr. Peter Markey(MMJ, LLP)

Agenda Item 1. Call to order.

At approximately 4:30PM the meeting was called to order by Dr. Powderly.

Agenda Item 2. Pledge of Allegiance

Dr. Powderly led those present with the pledge of allegiance.

Agenda Item 3. Board Reports

Mr. J. Greene noted that the Finance Committee had met on July 3, 2017.

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. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.
Nays: none
Absent: T. Lynch

Agenda Item 6.1 Board meeting dates.

The board discussed tentative board meetings for July 12, 2017 and August 22, 2017 at 5PM..

Agenda Item 6.2 Legal Counsel

Mr. J. Greene introduced the school's new attorney Ms. Cheryl Sacco. The board reviewed her background. Ms. Sacco addressed the board with a review of her background and the experience of her firm. She also gave positive first impressions of Atmosphere Academy.

Motion to hire Coughlin & Gerheart and authorize execution of a retainer. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.
Nays: none
Absent: T. Lynch

Agenda Item 6.3 Director of Curriculum and Instruction

Mr. C. Greene, introduced Ms. Katherine Brennan, the new director of Curriculum and Instruction. The board reviewed her background and she addressed the board. By motion of the Board approved the hiring of Ms. Brennan.

Agenda Item 6.4 Intervention Program

Mr. C. Greene spoke for Ms. Nash who was not available. He addressed the structure of the program and the target student performance levels. This is to address the needs of students performing substantially below grade level. He explained that the school intends to acquire use of Read180 and Math180 to serve this group. The costs will provide a license for the product, a classroom library of materials and teacher kits. 270 students are expected to serve with this tool and the tool will be used every day.

Mr. Greene also reviewed the structure of the different performing groups of students in the school and the growth of staff expected at the school in the coming year.

The Board approved this program.

Agenda Item 6.5 Finance Update and 2017 – 2018 Budget

Mr. Fryer reviewed the May finance package with the board. He noted that the school had an operating surplus through May.

The Board next reviewed the 2017-2018 budget and approved that budget. Mr. C. Greene noted that there is some uncertainty over the mix of students in the coming year in terms of special needs and regular

students and also some uncertainty due to people moving out of the area. Over time the school expects to average about a 20 to 30% special needs population. These uncertainties could impact revenue but the budget has been set conservatively. The budget includes all building under lease, all expected staff and start up expenses for the 8th grade.

Motion to approve the 2017-2018 budget. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.

Nays: none

Absent: T. Lynch

Agenda Item 6.6 Advisory Board

Mr. C. Greene and Mr. Roman discussed the development of an Advisory Board to provide input to the school and support fundraising where possible. This would be led by school staff. Mr. J. Greene how Advisory Boards are run at the higher education level given his experience at Columbia. Possible members of such a board was discussed and a plan was discussed to review the school's bylaws and legal documents regarding such a body.

Agenda Item 6.7 Contracts

Mr. C. Greene reviewed various fund raising web based systems and their costs. Give Campus and GoFundMe were discussed. It was noted that we need to find a way to accept credit cards directly. The cost of these named programs in terms of commissions is high compared to credit card fees. No decision was made on this pending further study.

SchoolRunner is a tool for managing school performance through data visualization and cost \$212,000 per year. It runs on top of power school. This provides a parent portal. It replaces a number of other systems. This decision will be made by Atmosphere management in July.

Read180 is an important tool discussed earlier in the meeting. The total cost is \$100,000, including training and coaching.

Carr B.S. is the copier supplier contract. Atmosphere's attorney will be reviewing all aspects of this.

The Board approved SchoolRunner and Read180. The Board delegated to management decisions on fund raising tools and the Carr B.S. contract (with the advice of counsel).

Motion to approve School Runner and Read180 contracts and to delegate to management decisions on fund raising tools and Carr B.S contract. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.

Nays: none

Absent: T. Lynch

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. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.
Nays: none
Absent: T. Lynch

Agenda Item 11 Executive Session

Agenda Item 12. Exit Executive Session

Motion to return to executive session with no action taken. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.
Nays: none
Absent: T. Lynch

Agenda Item 13. Unfinished Business

There was no unfinished business.

Agenda Item 14. New Business

There was no new business.

Agenda Item 15. Adjournment.

Motion to adjourn. By motion of the board.

Vote Aye: M. Burton, A. Dillon, J. Greene, E. Powderly, M. Lagas.
Nays: none
Absent: T. Lynch

Jesse J. Greene, Jr.

Secretary of the Board of Atmosphere Academy
July 26, 2017