



ATMOSPHERE ACADEMY

Educating Your Bright Stars

Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes August 22, 2018

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

Board Members Attending:

Mr. Alan Dillon
Mr. Mervin Burton
Mr. Jesse J. Greene, Jr.
Dr. Michael Lagas
Mr. James Spitzer

Board Members Absent:

Dr. Evan Powderly

Others in Attendance:

Mr. Colin J. Greene
Mr. Peter Markey
Ms. Jasline Rodriguez
Mr. Bryan Fryer
Mr. Jonathan Shulman
Mr. Ben Pah

Agenda Item 1. Call to order.

At approximately 5:09 PM the meeting was called to order by Dr. Michael Lagas.

Agenda Item 2. Pledge of Allegiance.

Dr. Lagas led the Pledge of Allegiance .

Agenda Item 3. Board Reports.

There were no committee meetings in August and therefore no reports were given.

Agenda Item 4. Comments from the Public

There were no public attendees and therefore no comments from the public.

Agenda Item 5. Revision and Adoption of the Agenda

The original agenda was adopted by the board.

By motion of the board to adopt the Agenda:

Vote Aye: M. Burton, J. Greene, M. Lagas., J. Spitzer

Nays: none

The agenda was later revised during the meeting to defer items 6.8 Trustees Day and 6.10 Evaluations to a later meeting and to add a report as Item 6.6 by Ben Pah on recent student and summer activities at the school. Other items after that were renumbered sequentially.

Agenda Item 6.1. Board Minutes.

The minutes from the July meeting were sent to the board before the meeting. They were adopted without revision.

By motion of the board to adopt the July 2018 Minutes.

Vote Aye: M. Burton, Mr. A. Dillon, J. Greene, M. Lagas, Mr. J. Spitzer.

Nays: none

Agenda Item 6.2. Board Terms/Roles

Mr. Colin Greene reviewed the list of board members and term of service of all board members. After discussion Mr. J. Greene and Mr. M. Lagas self-nominated themselves for terms 2018 through 2021.

By motion of the board to approve the member list and terms.

Vote Aye: M. Burton, Mr. A. Dillon, J. Greene, M. Lagas, Mr. J. Spitzer.

Nays: none

Agenda Item 6.3. HR/Business Update

Mr. J. Greene reviewed the process and completion of the renewal of the Temporary Certificate of Occupancy for the Marble Hill facility.

Ms. Rodriguez reviewed the new federal law that creates a federal tax on the school for employee parking costs paid by the school. After discussion, the board agreed to continue the practice but monitor the tax amounts.

Mr. C. Greene and Ms. Rodriguez explained the new tech services firm the school is hiring. The firm, Knight Nets, Inc. will provide 20 days at 8 hours per day, per year to the school. The contract was reviewed by the board members. Mr. C. Greene also discussed the changing nature of the technology needed at the school. The contract was approved by vote of the board.

By motion of the board to approve the Knight Nets, Inc, contract.

Vote Aye: M. Burton, Mr. A. Dillon, J. Greene, M. Lagas, Mr. J. Spitzer.
Nays: none

Mr. C. Greene explained the need for Ms. Rodriguez to have a debit card to help in her responsibilities. The board approved the additional debt card.

By motion of the board to approve the issuance of a debit card to Ms. Rodriguez.

Vote Aye: M. Burton, Mr. A. Dillon, J. Greene, M. Lagas, Mr. J. Spitzer.
Nays: none

Agenda Item 6.4. Independent Financial Advisement

Mr. Shulman reviewed the services available to the school to inform staff on financial investments available through the school's 401K plan. Mr. Shulman and the board had a strong discussion of the service and topics that could be covered in such a program. The board supported such a program for the staff.

Agenda Item 6.5. Fundraising

Mr. C. Greene reviewed the full fiscal year's contributions received. The board discussed what was received and what is needed to sustain and grow the school.

Agenda Item 6.6. Update on Recent Operations

Mr. Ben Pah reviewed recent operations events at and around the school. This included videos of the new buildings the school will move into this fall, the prom celebration at the beginning of the summer, the summer school operations and student career exposures for students. He also reviewed how new building maintenance contracts are working.

Agenda Item 6.7. Finance Update

Mr. Bryan Fryer reviewed the financial statements through July. These covered the balance sheet and the activity report. He explained the year to year changes and drivers of financial changes. He also explained the cash outlook for August and following months. He noted that some additional loan will be needed before the end of August and that the amount would be known shortly.

There was also discussion of recent heating system water leak, losses incurred and insurance coverage available.

Mr. Fryer reviewed the status of the annual audit. He explained that most requests from the auditors had been completed and the on-site field audit had been completed.

Mr. J. Greene reviewed a new proposal to simplify the approval process for the issuance of checks to cover major expenses. Ideas were exchanged, and a new version will be sent to the board for review. After approval at a later board meeting, this will be included in the financial policy of the school.

Mr. J. Greene reviewed the recent agreement with the Marble Hill landlord to expand the building. He presented charts showing the size and scope of the expansion and the financial commitment of the school. He and Mr. C. Greene explained that the commitment was within the school's real estate reimbursement cap from the Department of Education. Both SUNY and the DOE have approved the contract. After discussion, the board approved the contract.

By motion of the board to approve the new Marble Hill lease.

Vote Aye: M. Burton, Mr. A. Dillon, J. Greene, M. Lagas, Mr. J. Spitzer.

Nays: none

Agenda Item 6.8. Charter Renewal Application & Enrollment

Mr. C. Greene reviewed the charter renewal and expansion opportunities for which the school is planning. He noted that the renewal process will begin in the coming year. Documents for enrollment expansion have to be started now to be prepared for that opportunity.

Mr. Greene proposed September 26 for the next board meeting and the board agreed.

Agenda Item 7. No Consent Agenda Items.

Agenda Item 8. No Executive Session was held.

Atmosphere Academy
August 22, 2018

There was no executive session.

Agenda Item 9. Unfinished Business.

There was no unfinished business.

Agenda Item 10. New Business.

There was no new business.

Agenda Item 11. Adjournment.

At 7:55PM the board voted to adjourn.

By motion of the board to adjourn.

Vote Aye: M. Burton, J. Greene, M. Lagas., Mr. J. Spitzer
Nays: none