



Atmosphere academy

Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes January 29, 2020

Atmosphere Academy Charter School
5959 Broadway
New York, New York 10463

Board Members Attending:

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

Board Members Absent:

Others in Attendance:

Mr. Colin J. Greene
Mr. Bryan Fryer (by phone)
Mr. Peter Markey
No public in attendance

Agenda Item 1. Call to Order

At approximately 5:05PM Mr. Burton called the meeting to order.

Agenda Item 2. Pledge of Allegiance

Mr. Burton led the pledge of allegiance.

Agenda item 3. Board Reports

Mr. C. Greene noted the upcoming accountability meeting and the need for a governance committee meeting.

Mr. J. Greene noted the January 10, 2020 Finance Committee meeting and commented that Mr. Fryer

would go through the financial information at this meeting.

Agenda Item 4. Comments From the Public

There were no public attendees and therefore no comments.

Agenda Item 5. Revision and Adoption of the Agenda

The board had no objections or additions.

Agenda item 6.1. Finance Update

Mr. Fryer reviewed the financial report package. He reviewed the overview Scorecard (dashboard) and noted that the school was tracking well to the objective surplus for the year.

He gave special attention to the paid days bonus, revenue variance, and, at the request of a board member, Mr. C. Greene covered the expenses for math and Read 180.

Next Mr. Fryer reviewed the need for another short term loan and noted approximate need at the end of February and April. After that, no need for short term loans is foreseen at this time.

The performance bonus estimate was discussed so preparations can be made for payment.

Mr. Spitzer joined the meeting at this time.

Discussion continued about the ability to obtain a bank lending facility, and it was decided to continue to wait until the schools balance sheet improves.

The board then discussed the upcoming school expansion to 600 students, and Mr. C. Greene discussed the very positive revenue impact.

Discussion continued on the need to put aside funds for reserve, for a potential high school, and to hire a CFO. Mr. Fryer was requested to put together a cash plan for the rest of the year.

Agenda Item 6.2. Budget 2020 - 2023

Mr. C. Greene reviewed the 5 year budget and the positive financial outcomes over that period.

He then reviewed hiring plans for the expansion for the fall of 2020 and the real estate plan over the coming year.

The board asked that a contingency line be added to the annual budget to protect the surplus target from costs overruns. The amount decided on was 3% of revenue.

Agenda Item 6.3. Achievement Update

Mr. C. Greene reviewed the English midline tests and multiple choice question results. He noted the indicated need for additional teaching effort in certain grades. School leaders and achievement teachers will focus on this.

He then noted the good performance of the 7th grade with its grades being ahead of prior year's. He went on to review grade by grade where they stand in performance. He noted that mostly the school was ahead of NY State average proficiency and ahead of the local NYC district.

He reviewed the parent participation and noted that generally it was good enough to hold good attendance in the school. Attendance is running 93%, better than last year. Also he noted that very few families were in crisis problems at this time.

Mr. Greene then reviewed the math sprints (short tests). He reviewed this grade by grade and by selected subtopics.

The board was impressed with the ability to target problem areas for attention. The board also noted that they would like to see the graduating class get more help getting into better high schools.

Agenda Item 6.4 Charter Climate Update

Mr. C. Greene and certain board members reviewed the recent call on NYS charter school developments. The governor wants to recycle 15 charters that are not used due to school closures. 11 are spoken for by new entrants that have qualified to run schools so there are 4 charters potentially available. Overall this is a very limited opportunity.

The board also discussed the funding proposed for 2020-2021, what is proposed and the risks to that proposal given the law on the matter.

The board also discussed possibility taking over failing schools at some point as a route to expansion.

Agenda Item 6.5. CFO Job Description

Mr. C. Greene and the board had a rigorous discussion of the skills needed for this position as well as the role, scope and power of the position. After numerous comments the board asked for input on how this position functions and is staffed at other institutions. So, position definitions from other schools will be reviewed. It was also decided that a controller or comptroller type position would be best to start with. Mr. C. Greene pointed the board to an initial draft of the position on "google docs" for the board to review and comment on. Further discussion to occur at future board meetings.

Agenda Item 6.6 Facility Update

Mr. C. Greene reviewed the new space available at 5959 Broadway and the plans the school has for the space.

He then reviewed the additional building available on Sedgewick Avenue that the school is examining as either expansion or alternative to current facilities. More work should be done on this opportunity.

Agenda Item 6.7. Jewish Cultural Exchange Program.

Mr. C. Greene discussed the programs sharing information on the Holocaust and Martin Luther King's legacy. He noted that this will be shared with SUNY.

Agenda Item 6.8. Board Meeting Minutes

The board reviewed and approved the December minutes as written.

Mr. J. Greene moved to adopt the minutes.
Mr. Burton seconded the motion.

Vote Aye: Mr. Burton, Mr. Dillon, Mr. Spitzer, Mr. J. Greene
Vote no: None

Motion adopted.

Agenda Item 7. Consent Agenda

There were no consent agenda items.

Agenda Item 8. Executive Session

The Board moved to enter executive session to discuss medical, financial, credit or employment history of personnel and matters dealing with employment, promotion, demotion, discipline, suspension, dismissal or removal of a person or persons.

Mr. Dillon moved to enter Executive Session at 6:53PM.
Mr. Spitzer seconded the motion.

Vote Aye: Mr. Burton, Mr. Dillon, Mr. Spitzer, Mr. J. Greene
Vote no: None

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The motion was adopted.

The board moved to exit Executive Session at 7:20 PM.

Mr. Spitzer moved to exit executive session.
Mr. Dillon seconded the motion.

Vote Aye: Mr. Burton, Mr. Dillon, Mr. Spitzer, Mr. J. Greene
Vote no: None

The motion was adopted.

IN regular session the board moved to adopt the new salary scale for leaders and officers.

Mr. J. Greene moved to adopt the new salary scale.
Mr. Dillon seconded the motion.

Vote Aye: Mr. Burton, Mr. Dillon, Mr. Spitzer, Mr. J. Greene
Vote no: None

Motion adopted.

Agenda Item 9. Unfinished Business

There was no unfinished business.

Agenda Item 10. New Business

There was no new business.

Agenda Item 11. Adjournment

The Board moved to adjourn the meeting.

Mr. Spitzer moved to adjourn.
Mr. Dillon seconded the motion.

Vote Aye: Mr. Burton, Mr. Dillon, Mr. Spitzer, Mr. J. Greene
Vote no: None

Meeting adjourned at approximately 7:21 PM.