



Atmosphere academy

Atmosphere Academy Public Charter Schools Board of Trustees Meeting Minutes August 23, 2021

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

Board Members Attending

Dr. Michael Lagas
Mr. Jesse J. Greene, Jr.
Mr. Mervin Burton (departed after item 7.5)
Mr. Alan Dillon (joined during item 6)
Mr. Jim Spitzer (by Zoom)

Others in Attendance:

Mr. Colin J. Greene
Mr. Bryan Fryer (by Zoom)
Mr. Benjamin Pah
Mr. Christian Roman
Mrs. Elizabeth Kelly
Mrs. Katherine Brennan
Mr. Gabriel Rosenblum
Ms. Lena Litvak (by Zoom)
No other public in attendance

Agenda Item 1. Call to Order

At approximately 5:08PM, Dr. Lagas called the Board meeting to order.

Agenda Item 2. Pledge of Allegiance

The Pledge of Allegiance was performed.

Agenda item 3. Board Reports

The Governance Committee met this month. Those items will be discussed during Executive Session.

The Accountability Committee met this month to review the first day of school and enrollment. A summary of those discussions was recapped during this meeting.

The Finance Committee did not meet this month, but finance topics will be reviewed in subsequent agenda items.

Agenda Item 4. Comments From the Public

There were no comments at this time.

Agenda Item 5. Revision and Adoption of the Agenda

Mr. C. Greene presented the Agenda for approval by the Board. There were no changes to the Agenda.

Mr. J. Greene moved to approve the Board Agenda for August 2021.
Mr. Burton seconded the motion.

Vote Aye: Dr. Lagas, Mr. Burton, and Mr. J. Greene
Vote no: None

Motion adopted. Agenda approved.

Agenda Item 6. Executive Session

At approximately 5:15PM, the Board moved to enter Executive Session to discuss:

- a) the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.
- b) the proposed acquisition, sale or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value.

Mr. Burton moved to enter Executive Session.
Mr. J. Greene seconded the motion.

Vote Aye: Dr. Lagas, Mr. Burton, and Mr. J. Greene
Vote no: None

After the discussion, at approximately 6:46PM, the Board moved to exit executive session.

Mr. J. Greene moved to exit Executive Session.
Mr. Dillon seconded the motion.

Vote Aye: Dr. Lagas, Mr. Burton, and Mr. J. Greene
Vote no: None

Agenda Item 7.1. Finance Update

Mr. Fryer presented the financials for the month ending 7/30/2021.

Mr. Fryer spoke about Atmosphere's facility expenses and how they increased this past month. This is due to the fact that rents have escalated (per the original signed leases) and new spaces have been opened for use. Mr. Fryer also spoke about the per pupil payments and how certain funds may be taken back by the DOE during P3 if Atmosphere's enrollment is not 720 students, which is what Atmosphere budgeted for.

The per pupil payment for P2 came into Atmosphere's bank account last week. If the payments of our per pupil are timely moving forward, Atmosphere's cash balance will always stay in the seven-figure range. The board briefly discussed enrollment numbers and how they will impact the budget moving forward.

Agenda Item 7.2. Board By-Laws

Mr. C. Greene spoke about Board By-Laws and changes that will be made, with board approval. For example, Atmosphere's Board of Trustees will no longer have a Governance Committee or an Accountability Committee, but will instead have a High School Committee and a Middle School Committee. Revising these committees was approved by SUNY. Mr. C. Greene spoke about how these committees can help to hold Atmosphere Academy's leadership accountable.

Mr. C. Greene also discussed board membership and the process for adding board members. For example, it is important to first build a relationship with the prospective board candidate.

The board discussed the importance of bringing on a new board member who is aligned with Atmosphere's mission and core values. It is important to have the right people who bring the right skills and attitudes. The board discussed the pros and cons of the approach that Mr. C. Greene laid out.

Agenda Item 7.3. Board Minutes

Mr. Rosenblum presented the July Board meeting minutes for approval by the Board. These were sent to the Board in advance for their review.

Mr. Dillon moved to approve the Board meeting minutes for July 2021.
Mr. Burton seconded the motion.

Vote Aye: Dr. Lagas, Mr. Burton, Mr. Dillon and Mr. J. Greene
Vote no: None

Motion adopted. July minutes approved.

Agenda Item 7.4. RJC Lease Amendment

Mr. C. Greene presented the RJC Lease Amendment for approval by the Board. This was sent to the Board in advance for their review.

Mr. Dillon moved to approve the RJC Lease Amendment.
Mr. Burton seconded the motion.

Vote Aye: Dr. Lagas, Mr. Burton, Mr. Dillon and Mr. J. Greene
Vote no: None

Motion adopted. RJC Lease Amendment approved.

Agenda Item 7.5. Board Evaluation

The board briefly discussed the board self-evaluation and Mr. C. Greene's evaluation, and a timeline for completion.

Agenda Item 7.6 High School Update

Mr. C. Greene discussed the high school. He focused on organizational structure and financing for the high school and discussed the options that are available to Atmosphere. Mr. C. Greene also briefly discussed the budget and how projected enrollment relates to the numbers.

Mr. C. Greene also presented a timeline for preparing for the high school and discussed the process that will follow. By the Spring of 2022, Atmosphere will need to devote most of its time to the high school.

Ms. Litvak discussed Atmosphere's Achievement program and how it may differ in the high school versus the middle school. Ms. Litvak discussed the importance of handbooks to assist teachers. In the Achievement program, Ms. Litvak would curate a handbook for all staff, and a handbook specific to Achievement teachers. Ms. Litvak spoke about her goals for hiring over the course of the next year.

The board spoke about hiring and the capacity for Atmosphere to hire good teachers and other staff members.

Mrs. Kelly spoke about the Student Learning department and the organizational structure moving forward. Mrs. Kelly discussed inputs and outputs in both the middle school and high school. Mrs. Kelly

also discussed the timeline for the Student Learning department of the course of the next year.

Mr. Roman discussed the Culture department and the structure for the high school, including the need for a Middle School Culture Manager and a High School Culture Manager. The board inquired about programs for the high school (such as drama, music, etc.) and who those programs would fall under. Mr. C. Greene answered that it depends whether it is an academic program or not. This will determine which officer manages the programs of the high school. Mr. Roman is currently hiring for a School Counselor who would then transition to a 9th/10th grade counselor.

Mr. Rosenblum discussed the Operations department the need to create a sustainable program. Mr. Rosenblum will be hiring a Middle School Operations Leader and a High School Operations Leader to bridge the gap between the COO position and the Operations Manager position.

Mr. Pah discussed Programs for the High School and the need to keep the team lean. Mr. Pah discussed delegating more and more responsibilities to improve the capacity of his team.

Agenda Item 8. Consent Agenda

There were no consent agenda items.

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 approximately 8:29PM the Board moved to adjourn the meeting.

Mr. J. Greene moved to adjourn.

Mr. Dillon seconded the motion.

Vote Aye: Mr. J. Greene, Mr. Dillon, Dr. Lagas

Vote no: None

Meeting adjourned.