



ATMOSPHERE ACADEMY

taking learning to new heights

Atmosphere Academy Public Charter Schools
Board of Trustees Meeting Minutes
July 13, 2016

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. Michael Lagas
Dr. Evan Powderly

Board Members Absent:

Father Thomas Lynch

Others in Attendance:

Mr. Colin J. Greene
Mr. Bryan Fryer
Mr. Peter Murphy
Mr. Nethaneel Cleary
Mr. Michael Livolsi
Mr. John Eddy
Ms. Ruby Lee Palmer
Mr. Anthony Del Orbe
Other Members of Community Association of Marble Hill
Ms. Elisabeth Nash
Mr. Ira Finkelstein
Ms. Jane Tully
Mr. Christian Roman
Mr. Ben Pah
Ms. Heather Blumberg

At approximately 5:03 PM Dr. Powderly called the meeting to order.

There no revisions to the agenda.

Agenda Item 5.1

Mr. Colin Greene introduced Mr. John Eddy and other members of CAMH. Mr. Eddy commented on the relationship with Atmosphere Academy. He said that they were impressed with Atmosphere Academy (Atmosphere). He believes the neighborhood will treat the school as an asset to the community. He expressed an interest is using the school for meetings of his organization. Mr. Colin Greene stated that they were working on a lease of space to CAMH. Mr. Eddy then discussed their interest in improving the environment around Marble Hill with cleanup of the area. Other comments were made by community members on the importance of volunteering and parks department activities in the local park. Mr. Colin Greene discussed how Atmosphere can work together with CAMH for the benefit of all in the community. The general consensus was to move forward constructively.

Members of CAMH then left the meeting.

Agenda Item 5.2 Finance

Ms. Heather Blumberg gave a report on the school's finances. She projected the full year's financial results. Revenues are expected to be \$631,000 higher than originally projected due to more per pupil funding. Expenses are also up due to more staff, more rent, higher employee benefit costs and technology. Overall net income is up \$17,000 to \$165,000 for the full year. Cash flow continues to require close attention due to the timing of costs and receipt of government payments. Close attention to this element will continue to be required.

CSBM is working through the annual audit with Atmosphere's accounting firm. Fees for CSBM have been capped and we now have clarity on the audit fees.

Expected Per pupil payments were reviewed with the board. The total now expected is \$14,464 per pupil for the coming year.

The role of CSBM will change going forward as Bryan Fryer and M Group take over the financial analysis done by Michelle Rumph from CSBM.

Final contract relationships with CSBM were discussed and a final agreement is expected to be negotiated to settle the past year and contract for limited services for next year.

Bryan Fryer then discussed payments due to Mindshift and Summit Security. He then reviewed payments pending and the checks that Dr. Powderly was required to sign.

Agenda Item 5.3. Compensation

Mr. Colin Greene reviewed the compensation package for the Atmosphere staff. The discussion included the rehiring of the leadership team for the coming year. After discussion with the board, a motion was made to adopt the plan. The motion was passed unanimously by the board and the package was adopted.

Agenda Item 5.4. Director Reports

Mr. Colin Greene discussed the summer program at Atmosphere and then addressed the sign up status for the fall. He then discussed the end of year events at the school, including the Electives Showcase, during which students demonstrated their skills in various disciplines from boxing to Arabic to various other activities.

One of the end of year academic projects for the students was to design a paper roller coaster to control the decent of a marble. One of the student team's project was shown and demonstrated to the board. Mr. Cleary describe the physics of the project, demonstrating the relationship between potential energy and kinetic energy. The students were organized into teams of 2 to 3 to create working groups. He explained that they completed a Google Form to reflect on the project.

Operations processes were discussed. Topics from personnel to building to classroom processes were discussed. Operations is developing work plans for each position so that there is clear identification of job responsibilities and job ownership. Operations has also counted all assets and surveyed all issues about the building to be ready for the new year.

Ms. Jane Tully discussed the curriculum map and template. She outlined the evaluation cycle pointing out what is going well and what help is needed. Next she reviewed the teacher observation program.

Mr. Roman noted that all evaluations in his department are done. He recapped the school year and noted the continuing commitment to Atmosphere.

Ms. Nash reviewed August objectives. Final hiring needs to be completed in her department. Atmosphere needs 1 or 2 special education teachers. She is making every effort to make the process transparent to all and keep the staff involved.

Mr. Cleary discussed the work of creating a testing calendar including New York State exam dates. He reviewed the testing system and the goal of meeting with staff regularly to review how students are doing.

Mr. Greene discussed how students continued to work effectively right until the last day of the school year. He noted the SUNY visit to Atmosphere, which included constructed feedback and positive comments about the school.

Mr. Greene discussed promotional material for Atmosphere. Mr. Finkelstein, the intellectual property attorney for the school, stated that the material looked terrific and that it had the potential of being trademarked for Atmosphere.

Agenda Item 5.5. Enrollment Update

Mr. Ben Pah reviewed 6th grade recruiting for the fall. As of the date of the meeting, Atmosphere had filled 104 out of the 125 or so open seats for 6th grade. It was agreed that Atmosphere was well positioned at this point in time. He commented on the continuing outreach to churches in the neighborhood for students. The school has 124 or so seats to fill for the 7th grade. As of the meeting date, all of those seats were filled by returning students with over 75 new applicants on a waiting list for a 7th grade seat.

Mr. Greene discussed the process for being on the wait list for Atmosphere and how it operates.

Agenda Item 5.6. M Group Presentation

Mr. Fryer reviewed the transition from CSBM to M Group. One change will be a new cash flow process which will have to become predictive. Near term cash payment dates will be managed to meet all commitments yet keep the school financially liquid. He will prepare a plan for the repayment of the outstanding loan based on the schools projected cash flows.

He discussed how M Group will adhere to the Financial Policy and Procedures of the school but that some changes will be needed including check payment processes in the school office.

Other business.

Mr. J. Greene gave a brief overview of status of real estate for future use.

No executive session was held.

A motion was made to adjourn and this was adopted by the board.