



ATMOSPHERE ACADEMY

taking learning to new heights

Atmosphere Academy Public Charter Schools

Board of Trustees Meeting Minutes

December 16, 2014

Casa de Maria Convent

2859 Webb Avenue, Room #2

Bronx, New York 10468

Board Members Attending:

Mr. Mervin Burton
Mr. Jesse Greene
Mr. Grant Grastorf
Dr. Michael Lagas
Dr. Evan Powderly

Board Members Absent:

Father Thomas Lynch
Dr. Migdalia Maldonado-Torres

Others in Attendance:

Mr. Colin Greene
No public representation

Dr. Evan Powderly called the meeting to order at 5:39 P.M.

The Pledge of Allegiance was waived due to no flag being on site.

Dr. Powderly requested approval of Agenda item #3 for an executive session at the end of the meeting. Dr. Michael Lagas made the motion and Mr. Mervin Burton seconded the motion. All Board members present approved the motion.

Since there was no public representation there were no comments from the public to record for agenda item #4.

Dr. Powderly asked for committee updates.

Accountability Committee – Mr. Colin Greene reported that the committee had met with representatives from Pearson and Scholastic to examine their educational learning products. The three Scholastic learning modules being considered include:

1. Codex (ELA Curriculum)
2. Read 180 (Curriculum for Reading)
3. Do the Math (Curriculum for Math)

The educational learning products all follow Common Core Standards. At the next meeting, the Education Committee will have pricing information. The Board has to approve textbooks at a future meeting. The Board will also have to develop policy around curriculum and lay out

parameters on instruction, teachers, curriculum, assessment, and evaluation of teachers and school leaders.

Finance Committee – Mr. Jesse Greene reported that the first payment of \$93,836.00 from the NYS Education Grant will be made within 90 days of January 1, 2015. The total grant is \$750,000.00. Mr. Greene also reported that Atmosphere contracted with the following vendors per prior authorization by the Board: 1) Paychex as the school’s HR services and payroll provider, Chase as the school’s banking provider, and Mengel, Metzger, and Barr as the school’s auditing firm.

The Board then addressed the consent agenda, which was agenda item # 6. A brief discussion of the content of the consent agenda followed. Dr. Evan Powderly asked if there were any items to be removed from the list of consent items. None were raised. There was no further discussion and the Board voted unanimously to ratify and adopt the consent agenda list of items. Dr. Powderly requested a motion to adopt the consent agenda. Dr. Michael Lagas made the motion, Mr. Mervin Burton seconded. All board members present approved the motion.

Consent Agenda Item	Description	Notes
6.1 Approval of CSP grant contract between Atmosphere Academy Public Charter Schools and NYSED	Atmosphere has signed NYSED has issued a CSP contract for Atmosphere Academy.	First payment will be made within 90 days of 1/1/15.
6.2 Approval of contract between Atmosphere Academy Public Charter Schools and Paychex	Atmosphere has signed a contract with Paychex per the authorization of the Board at its November meeting. The Board accepts and adopts this contract.	See revised analysis.
6.3 Approval of contract between Atmosphere Academy Public Charter Schools and MMB	Atmosphere has signed a contract with MMB per the authorization of the Board at its November meeting. The Board accepts and adopts this contract.	See letter of engagement.
6.4 Approval of issuance of form 470 by eRate Advantage on behalf of Atmosphere Academy Public Charter Schools	Atmosphere has signed and implemented form 470 for eRate.	See 407 form.

Mr. Jesse Greene added to agenda item #6.4 (Form 470 for eRate), stating that the document means that vendors can begin submitting bids to the school as technology providers of ethernet, wireless, and telephones. Mr. Colin Greene stated that technology does not include computers, laptops, iPads, etc.

Dr. Evan Powderly asked for opening remarks from any trustee and staff in regards to agenda item #7. Dr. Powderly stated that Mr. Colin Greene is working diligently and should continue his good work.

Dr. Evan Powderly then asked for a motion to adopt the agenda of items 9.1 to 9.6. Dr. Michael Lagas moved that the agenda be adopted. Mr. Jesse Greene seconded the motion. There was no discussion. The Board then voted unanimously to adopt the agenda.

At this time, these agenda items were addressed:

Agenda Item	Description	Notes
9.1 Facilities	Facilities Timeline Facilities Options <ul style="list-style-type: none"> • Our Lady of Mercy • 2900 Exterior Street • Other DOE Space Application <ul style="list-style-type: none"> • Deadline • Next Steps 	
9.2 Personnel	Hiring Process Job Descriptions HR Policies <ul style="list-style-type: none"> • Paychex policies • Vacation/sick day policy • Paid leave policy 	
9.3 Admission	Application Data Open House <ul style="list-style-type: none"> • Date • Location 	
9.4 Fordham Support Services	Graduate School of Education <ul style="list-style-type: none"> • Start Process w/ Dr. Anita Batisti • Teacher Coaching • Coaching Disciplines (literacy, math, ELL) Graduate School of Social Service <ul style="list-style-type: none"> • Start Process w/ Vincenza Corcoran • Social Work Interns • Key Roles and Responsibilities 	

Mr. Colin Greene further discussed facility options in agenda items #9.1. Mr. Greene reported that Our Lady of Mercy may not be available after having further conversations with Archdiocese representatives. Therefore, Mr. Greene showed photographs of possible other locations (see agenda item #9.1) for the school. Mr. Greene has been touring locations and getting more financial information on each location. Multiple alternative facilities have been identified.

Mr. Colin Greene also discussed personnel agenda item #9.2. Mr. Greene stated that the Board will need to develop policies in regards to human resources (HR), specifically vacation, sick days, and paid leave policies. It was stated that Paychex will assist Atmosphere with these other HR policies. The Hiring Committee, that the board commissioned at its last meeting, will meet on four Wednesdays in January to interview candidates for school leadership positions. Mr. Grant Grastorf offered to provide space at Fordham Westchester on 1/7/15, 1/14/15, 1/21/15 and 1/28/15 from 5:30pm-7:30pm for the meetings.

Mr. Colin Greene reported on admission agenda item #9.3. As of December 16, 2014 there are 110 applications. Mr. Greene will be attending open houses at various locations in the upcoming weeks to get more applications and spread the word about Atmosphere Academy.

For agenda item #9.4 (Fordham Support Services); Mr. Colin Greene stated that he will continue conversations with the Graduate Schools of Education and Social Service at Fordham University to start the process for the services that both of the programs are providing to Atmosphere Academy.

Mr. Colin Greene reported on agenda item #9.5 that he received a letter from the Department of Education (NYC) stating that they will not provide space for Atmosphere Academy. Since the DOE will not provide space, it means an additional \$2,800.00 or so per student will be available to Atmosphere Academy if Atmosphere successful completes the appeals process.

There was no new information to share for agenda items #10 (Unfinished Business), #11 (New Business), #12 (Staff Reports) and #13 (Board Reports).

Dr. Evan Powderly asked for a motion to approve the Board minutes in agenda item #14. Mr. Jesse Green made the motion and Dr. Michael Lagas seconded the motion. All members of the Board present approved the motion.

Dr. Evan Powderly asked if an Executive Session was still needed for agenda item #15. It was agreed that we did not need an Executive Session at this time.

Dr. Evan Powderly asked for a motion to adjourn the meeting. Mr. Mervin Burton motioned for adjournment and Mr. Grant Grastorf seconded. All Board members present approved the motion.

The meeting was adjourned at 7:09pm.