

**Highlander Charter School  
Board of Director Meeting  
Minutes  
Thursday, March 21, 2013**

In Attendance: Ro Mede, Jeanne D'Agostino, Frank Picciotti, Erin Broillette, Fran Murphy, Ron Caniglia, Dana Borrelli, John Lombardo, Rose Mary Grant, Richard Dickson, Eric Mack, Jim Gannaway

Meeting started at 8:34 am

**Dan Moos (Convergent Capital Consultants) Presentation**

Rose talked about plans for High School facility. Mentioned that several meeting have been held about this matter. The Building Committee been working with Architect Luis Torrado while looking at different buildings and they have narrowed the options to the property on Lexington Avenue and the Elmwood Community Center. Rose proceeded to introduce Dan Moos from Convergent Capital Consultants; he has the expertise on how to find the space and find the funding for projects like these.

Dan introduced himself and talked about his company. He also talked about his experience on this type of project and about the things to take into consideration while working on a project as our High School and how to bring all those pieces together.

The fee structure for Dan services would be based on the scope of the project and would be divided into phase 1 and phase 2. Each phase will be divided into hours of service and the hourly fee would be \$90/hr. The school would be billed monthly.

**Approval of Minutes from last Board Meeting**

The following corrections were requested:

Head's Report Title 3 \$10,240 not \$7,000  
CRP \$25,000 approximately not IDEA

Richard Dickson made a motion to approve minutes, Ro Meade seconded. Minutes approved.

**Review Financial Statements**

Erin Brouillette explained the financial statements. She indicated that RI foundation grant has not been included on the projections because it has not been decided how will be distribute between the Institute and the School. These funds are restricted to technology, and coverage for teachers when they attend professional development. Medicaid money continues to come in higher than expected.

As savings measures we have cut down on the use of substitute teachers since at this point we have doubled the amount budgeted for this item. We also reduced the amount of consulting jobs and purchase of supplies.

Rose mentioned that we are very optimistic that the projected negative will go down once we look line by line and the RI Foundation money is included. She also mentioned that the payment for the POD has become a big issue since the business offices have not been able to move to the new property.

John Lombardo presented Financial Statements for the 2011-2012 fiscal year that need to be approved by the Board. Ro Meade made the motion to approve, Fran Murphy seconded. Statements approved.

Jeanne gave an update on Fundraiser Event. More people than expected attended, close to 60 bought tickets at the door. \$23,000 has been collected already compared to \$11,000 last year. This was the result of increased referrals, many invited/brought family and friends and we also had a parent speaker.

### **Impact of Sequestration**

Rose explained that Title 1, 2, 3 and IDEA funds will be affected by the Sequester. She distributed a chart that details what school activities/programs/services are paid for with these funds.

We have been informed that the first cut will be 5% next year. However, Rose believes we should be able to handle it since the school will be having more students next year.

### **Admissions**

The school received a total of 1700 applications to participate in the admissions lottery for 18 seats available. We also had to do a lottery for Pre-K since we had more siblings and employee children than seats available.

Meeting Adjourned at 10:06 am