

The Greene School
Board of Directors Meeting Minutes
May 16th, 2012

Call to order at 7:05 PM

Board members present: Amy Pratt, Laura Clavette, Jim Constantine, Dick West, Karen O'Neill, Jen Sherer, Paul Morse and Debbie Fletcher- Quorum met with 8/13 members present

Non-members: Head of School Deanna Duncan, Kelly Presley

Reading of the Mission Statement by Debbie Fletcher

Debbie makes a motion to accept the minutes from 4/18/12 , Jim 2nds. All agree unanimously

Old Business:

1. Outreach Update-
 - a. Many new email addresses for the electronic newsletter were gathered at the earth day event in west Greenwich
 - b. We will again advertise in the summer guide in the Providence Journal which comes out again memorial day weekend.
2. Finance Committee
 - a. Proposals for Teacher's 2012-2013 salaries
 - i. Karen circulated the balance sheet- we have assets of \$620,00.00
 - ii. Committee is working on the budget- really looking at payroll and trying to address salaries and what its doing to the budget
 - iii. Other charter schools have been giving a 3% increase, some are freezing salaries
 - iv. Rob Coulter, our legal counsel, has been looked into the steps and we can do whatever we would like to do, but we need to have 10 steps even if they are increased by at least \$1.00. We also will have tenure this next school year-year 3.
 - v. If teachers miss more than 45 days in a given year, that will work against their tenure
 - vi. We will need a subcommittee to discuss this soon for the 2013-2014 school year- meet in the summer and fall and present in the winter. The committee will consist of Dick, Dee and Jen
 - vii. The current step schedule was circulated
 - viii. We should be consistent with other schools/district in our payment
 - ix. Paul makes a motion that we give the current staff a 3% raise from current salary and no movement in step for year 2012-2013 and we will form a subcommittee to develop a long term plan for benefits and compensation. Also, the current step schedule will be used solely for the purpose of determining the initial salaries for new hires, subject to legal review. Jen 2nds. All agree unanimously.
 - b. Donation Policy
 - i. According to Rob Coulter, our legal counsel, we are exempt from filling out necessary forms with the secretary of state.
 - ii. We need to make a plan of how people can deduct different types of donations
 - iii. We need to work with Giselle Pellerano (HR) and Betsy Grenier (fundraiser) to grow our data base.- Amy is currently working on this.

3. Head of School Update
 - a. Dee's update was circulated by email.
 - b. Accomplishments from last year to this year are highlighted in the report
 - c. Support is needed for the students to be successful- with a strong focus on math.
 - d. High school registration is next week
 - e. Passage Portfolio presentations at the end of the month- many members of the community invited including Board members
4. Facilities Update
 - a. Feedback from parent potluck supper
 - i. Went well. No major concerns raised at the supper- nice community event
 - b. Realtor update/potential vote on realtor
 - i. Amy has talked to two of them and one has been emailing her- copy of lease sent to her and she came to visit the school . Jen has another person in mind.
 - ii. Gateway will allow us to have a sublessor
 - c. Lease update
 - i. A lease has been emailed to North Kingstown by our lawyers and we haven't heard anything back yet
 - ii. RIDE has been notified of our move and they have decided it is not a major change to our charter as we are not yet on Alton Jones as stated in our charter
5. Fundraising Update
 - a. Report on Fall auction meeting on 4/30
 - i. Three people turned out for this meeting
 - ii. We plan to change the event to mostly silent auction items and a few live auction items
 - iii. We are starting to look into a new venue
 - iv. We will have another meeting before the end of school
 - b. Update on grants
 - i. Island Foundation grant is due June 1st
 - ii. We qualify for a federal grant for rural schools based on our zip code
 - iii. We should hear about the Lattner Foundation grant by the end of May
 - iv. \$17,000.00 from RIDE to help restructure the math program
 - v. Federal grant report not due until December
 - vi. Waiting on John Clark Trust
 - vii. Remaining RIF grant money will be used to create the master plan
 - viii. RIDE is going to partner us with someone who will provide business help
 - c. Update on Spring Appeal
 - i. Betsy Grenier is working on this
 - d. 100 mile dinner plans
 - i. Venue has changed to camp conanicus in Exeter
 - ii. We can rent it for \$250.00 and it seats 125 people – dinner is June 15th
6. Website Update
 - a. New address is tgsri.org
7. Planning Committee report

- a. Planning committee has met with Dan Moos (Building consultant) for the plan and he feels we can do a dual rfq and rfp.
- b. How to fit the architectural plan into the business plan- Amy would like Dan to do the RFQ's to see who will qualify and then ask for RFP's
- c. Amy will follow up with Dan on this.
- d. Find someone from URI to assist with business plan portion of the master plan- Dick is working on this

New Business:

1. Board Recruitment

- a. We need to be trying to get more business and education people on the board or on our committees

Laura Makes a motion to enter into closed executive session pursuant to RIGL 42-46-5 (a)(1) (job performance: Head of School performance evaluation- notice provided to affected individual. Dick 2nd. All agreed unanimously.

Deanna Duncan and Kelly Presley left the meeting. Rob Coulter, legal counsel, remained in the meeting.

Laura makes a motion to end closed executive session and return to open session. Debbie Fletcher 2nds. All agree unanimously.

We are now in open session.

No votes were taken.

Laura makes a motion to seal the minutes of closed executive session – Paul 2nds. All agree unanimously.

Meeting adjourned at 8:58 PM