

**THE HOPE ACADEMY
BOARD OF DIRECTORS**

May 19, 2015

A meeting of the Board of Directors was held on Tuesday, May 19, 2015. An agenda was distributed to all present (and made a part of these minutes by reference). Directors in attendance included Hon. Charles A. Lombardi, John Kelly, Amanda McMullen, David Ortiz, Bianca Rodriguez, Michael Deragon and Matthew Harvey. Staff in attendance included Superintendent Margaret Knowlton, Head of School Donna Dimery, Tom Conlon, Giselle Pellerano-Monserratt and Deborah Malachowski.

Call to Order – Chairman Lombardi called the meeting to order at 8:48 a.m. and welcomed the group.

Consent Agenda- The Chairman asked Ms. Knowlton to explain the Lottery and Enrollment Policy which had been sent to members prior to the meeting. Ms. Knowlton outlined the rationale of the policy, detailing her research of area charter schools in regard to defining siblings, families, and twins as well as staff members. A brief discussion ensued regarding the language of the policy in relation to blended family situations. Ms. Knowlton noted that many charter schools have had to revisit their policy as their populations have

grown.

Ms. Knowlton then referred to the Professional Service Agreement which will remain the same for the next fiscal year. A discussion arose regarding the difficulty in predicting the actual hours needed as we have not yet enrolled our new kindergarten students. Ms. Knowlton stated that this represented our best estimate and that the Board would be updated if she foresaw any changes this fall.

She then presented the Evaluation Policy in order to review, discuss, and define the Board's responsibilities in this area.

The Board then discussed the meeting schedule for the 2015-2016 year with several directors requesting that more dates be added to the calendar. Ms. Knowlton agreed to revise the meeting schedule and it will be sent to the members when it is finalized.

Mr. Conlon explained the GASBE 54 Policy in detail, breaking down allocations and definitions of funding. He answered questions from the directors in regard to fund balance and profits.

The Chairman asked if there were any questions regarding the minutes of the March 23, 2015 Board meeting which were previously sent out to the Board members. Hearing none, Chairman Lombardi then asked for a motion to approve the following items on the consent agenda:

- **Approval of Minutes –March 23, 2015**
- **Approval of Lottery and Enrollment Policy**
- **Approval of Professional Services Agreement**
- **Approval of Evaluation Policy**
 - **Approval of GASBE 54 Policy**

Mr. Kelly and Ms. McMullen recused themselves and did not participate in the subsequent vote.

A motion to approve the above items in the consent agenda as presented was made by Mr. Harvey, seconded by Mr. Deragon, and unanimously approved.

Financial Report – Mr. Conlon then reviewed the financial report in detail explaining the balance sheet and statement of revenues and expenditures. Mr. Harvey questioned the expiration dates of grants and obligatory expenditures and Mayor Lombardi voiced concern over the punctuality of payments. Mr. Conlon assured members that all concerns were being addressed.

Ms. McMullen recused herself from the Board meeting and was no longer a participant.

Presentation of 2016 Fiscal Year Budget – (Action Item) Mr. Conlon then presented the 2016 Fiscal Budget. He summarized revenues and expenditures answering several questions from the

directors in regard to clarifying funding formulas and cost increases. Ms. Knowlton noted that as enrollment grows and needs evolve, Hope anticipates adding additional personnel and decreasing the amount of services they purchase from Meeting Street or any other vender. A brief discussion followed regarding projected costs and purchased services.

Mr. Kelly recused himself and did not participate in the subsequent vote.

Mr. Harvey made a motion to approve the budget as presented, Mr. Ortiz seconded the same, and the budget was unanimously approved.

Facilities Report – Mr. Kelly updated the members on the status of facilities and the expansion of The Hope Academy within the existing building. Mr. Kelly informed the group that Meeting Street is presently working with an architectural firm to address the immediate space needs. He then briefly detailed the changes that will take place, including the relocation of twenty (20) to twenty five (25) employees. He added that the work will be completed this summer to accommodate The Hope Academy for the 2015–2016 school year. Mr. Kelly informed the Board that discussions will need to continue in regard to availability of space for future years.

Head of School Report - Ms. Dimery, Head of School, reported on professional

development activities, Developmental Reading Assessment (DRA) and planned enrichment and family events.

Superintendent Report - Ms. Knowlton, Superintendent, reported on enrollment, noting that thirty-five (35) students have confirmed enrollment for kindergarten, with forty five (45) students presently on the wait list. There are sixteen (16) students presently on the first grade wait list. Ms. Knowlton then explained that due to a recent student withdrawal in the present kindergarten class, families who are on the wait list for next year's first grade have been contacted, describing the procedure being implemented. She shared with the Board the decision to allow students, if they declined the offer to enroll in kindergarten at this time, to be allowed to remain on the wait list for first grade. This is due to the lateness of the school year that the space became available.

Ms. Knowlton then discussed the RIDE Interim Site Visit, which took place on April 28, 2015, and noted that the focus centered more on the budget and performance management agreement with Meeting Street than on student performance. She then reported that The Hope Academy had received forty six (46) applications, for the first grade teacher positions for the 2015 -2016 school year. Only six (6) of the applicants were dually certified and interviews are taking place. Ms. Knowlton notified the Board that she will be conducting a final interview for one candidate.

Chairman Lombardi then asked members to establish the evaluation subcommittee as approved in the Evaluation Policy. Members of this evaluation subcommittee will consist of Mr. Deragon, Mr. Ortiz and Ms. McMullen.

Other Business - Chairman Lombardi then asked if there was any other business and there being none, moved to adjournment.

Adjournment -The Chairman asked if there were any further questions and upon there being none, thanked the group and asked for a motion to adjourn. Mr. Ortiz made a motion to adjourn, seconded by Mr. Deragon, and unanimously approved and the Board adjourned at 10:20 a.m.

Respectfully submitted,

Deborah Malachowski

Secretary Pro Tem