

**Minutes of Board of Trustees Meeting - Growing Up Green Charter School
Tuesday, June 16, 2015, 7:00 p.m.**

1. Attendance

- **Board members present:** Board Chair, Jeff Mueller, Officer, Kate Hooker,
- **Board members on the phone / video conference:** Kurt Shuman
- **Board members not present:** Reid Chase, Kyla Kupferstein
- **Others present:** Matthew Greenberg – School Leader, Gina Palma, Director of Finance (on Phone), Malabika Das – Parent Rep on Board, Rayna Erlich– PTO Representative, Brittnay Tuber, Lower School Instructional Leader Jenn Slutak, Director of Curriculum, Erin Acosta , parent

- Motion was moved to begin the meeting, and the motion was seconded

2. Financial Update

- Gina Palma provided an update on the financials
 - Financials covered the budget for the next school year
 - Budget based on experienced operating assumptions with an expected \$300k+ surplus for the fiscal year
 - Board approved 2015-2016 School Budget

3. Financial Procedure Plan

- Gina Palma gave an overview of the changes that have been made to the Financial Procedure Plan.
- Board approved the new Financial Procedure Plan with the discussed changes.

4. Looking Forward/Looking Backward

- Matthew Greenberg explained the need to change school hours on Looking Forward/Looking Backward days from ½ days to full days.
 - Explained that the change comes from the Title 1 kids needs to be at school for the full day
 - Board approved the change.

5. New Business

- Gina Palma gave an overview of the recent audit
 - 2 day review
 - process went well with the auditor very happy with the information provided
 - 2nd part of audit will take place in Mid-August
- Matthew Greenberg explained that the DOE did its annual review
 - Review process went for one day
 - Process went very well
 - Next review will take place some time between June and September of next year

- Jen Slutak gave an overview of the last year for the school
 - Staff additions were made
 - Read 180 was implemented
 - Progress continues to be made on filling out the middle school
 - A High School placement service process is underway to help the kids
- Brittany Tuber gave an overview of the last year for the lower school
 - Student performance improvement was seen across the board
 - All K-2 classrooms will now have 2 teachers

6. Old Business

- No old business was discussed

7. Meeting Conclusion

- The board concluded its meeting by a motion to adjourn, which was seconded and approved

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