

GUGCS Minutes- 9/13/16

Attendance:

Matthew Greenberg
Gina Palma
Jenn Slutak
Kiersten Russell
Aris Demato
Nancy Wong
Brittany Tuber
Abby Katsis (PTO)
Gabe (PTO)
Miki (PTO)
Lauren Barkan
Kate Hooker
Jeff Mueller
Preethi
Kathryn Klingenstein
Roseanne Baker
Steve Viola

GUGCS I

Jeff opens meeting

Gina Palma (phone) updates the board on the financials, explaining that we are \$35,000 ahead of budget due to SPED numbers being better than anticipated. There were a few overages in the budget due to unexpected costs sweaters for middle schoolers, copy machine overages, a new server, and new laptops.

Roseanne Baker then presented the board with an analysis of GUGCS I's performance in the recent round of ELA exams. The overall results were that our students outperformed city and state averages in all grades. How are we doing in relation to charter goals? Overall, the results are really positive: in grades 3-6 math and ELA, our kids surpassed district 30. However, Roseanne reported that we didn't meet our goal with respect to 6th and 7th grade math, and explained that we will be implementing practices to get these up. Another positive metric is that proficiency within GUGCS I is trending up from other years across the board. There was a rise this year in every single demographic group of students except for limited English proficient (but those tested out). One thing that was especially encouraging is the big increase in kids with IEPs achieving proficiency in ELA and Math.

Next, Matthew updated the board on the charter renewal process and indicated that he will send the application around for review in coming weeks.

Next, Brittany and Lauren gave the board an update on the lower school at GUGCS I, with a particular focus on developing the staff's progressive vision of the school in professional development over the summer. Jenn and Steve provided a middle school update, explaining the transition to the first year of having 8th graders in school history.

Jeff moved to close

Kate seconded, all votes aye

December 12, 2016
GUGCS I Board Meeting
Noon

In Attendance:

Kathryn, Matthew, Gina - in person
Reid, Kate, Jeff - via video conference call

GUGCS I

First, Gina walked the GUG I Financials, which included a higher revenue than expected due to SPED numbers. She also explained that there were a few unexpected expenses, including compensation stipends for basketball, tennis coaching, overage for copy machines, Middle School sweaters, and Middle School charging use for lunches. However, there was still an additional \$35K more than what was budgeted.

Matthew raised the issue of the 8th Graders applying to high schools for the following fall, and explained that the application bids had already been submitted to Krista Hayden and were soon to be sent to the DOE. Results will be communicated to the school when they are communicated to the families in March. Matthew also informed that Board that GUG I student had scored higher on the Bard HS entrance exam than anyone else has in a long time.

Next, Matthew told the Board that he had heard nothing about the charter renewal update from the DOE, but that he still expected an answer by the end of January/beginning of Feb.

There was a brief discussion of the upcoming Winter Carnival at the school.

In addition, the Board reviewed the audit report that had been circulated to members prior to the meeting, which indicated sound financial health, in accordance with GAAP.

Kate moved to approve the audit , Reid seconded, all members voted to approve.

Next the Board discussed extending the term of GUGCS I's loan to GUGCS II until January 2018. Kathryn moved to extend the loan, Kate seconded, all remaining members approved.

Old biz/ New biz

Matthew gave the Board a quick overview of some plans for some cosmetic changes to the school, which included moving paper and plastic waste bins, and knocking down a wall to open up space to add small offices downstairs. This needed approval from the DOE food services department, which was in the works.

Kathryn moved to adjourn the GUG I meeting and Jeff seconded.

January 12, 2017
GUGCS I Board Meeting
7:00pm

In Attendance:

In attendance: Matthew Greenberg, Kathryn, Kyla, Reid, Jeff and Preethi
By video/phone: Kate Hooker, Gina Palma

GUGCS I Meeting

Kyla called the meeting to order and Kathryn seconded

Gina walked the Board through the GUGCS I financials and made the Board aware of the surplus in cash.

Matthew then apprised the Board about the status of the DOE Charter Renewal and explained that there would be a meeting on Jan 20 to talk through the renewal application with a member of the DOE. He also explained that there was a Board of Regents meeting scheduled for March.

Matthew then raised a few key points from the application, specifically the testing data. As Matthew explained, the school scored better than the district in math and science proficiency, although the 7th grade math score still needed improvement. There was a general discussion about the test scores.

After the Board determined that there was no additional old or new business that needed to be discussed at the meeting.

Kyla moved to adjourn, and the motion was seconded by Kathryn.

February 7, 2017
GUGCS I Board Meeting
7:00pm

In Attendance:

In attendance: Matthew Greenberg, Kathryn, Kyla, Reid, Jeff, Nancy Wong and Aris Demato
By video/phone: Kate Hooker, Gina Palma

GUGCS I Meeting

Gina walked the Board through the financials, and explained that we are above budget on revenue due to SPED funds, and saved \$80K on benefits. She also explained that we have saved \$11K in facilities expenses because of new preferred rates from ConEd. Overall, there was a net income of \$365K and a surplus of \$40K in the budget.

Matthew then provided an update on the 5-year charter renewal, and reminded the Board that the official Board of Regents vote was scheduled for March.

For new business, the Board discussed the upcoming PTO fundraiser scheduled for March 25, the renovations planned for the parking lot, and the need to recruit new board members.

Jeff moved to adjourn the meeting, Kyla seconded, and all other members voted to adjourn.

Board Meeting Minutes – Growing Up Green Charter School I

Tuesday, March 7, 2017, 7:00pm

Attendance

Board Members present: Board Chair – Jeff Mueller; Treasurer – Reid Chase; Officer – Kate Hooker; Kathryn Klingenstein – Vice Chair; Treasurer – Reid Chase.

Others present: Matthew Greenberg – School Leader; Gina Palma (via phone) – Director of Finance; Preethi Krishnamurthy – Parent Rep. on Board; Rachel Oakley, Executive Assistant to Matthew Greenberg.

→ Motion was moved to begin the GUG I Board Meeting, and the motion was seconded. ←

1. Financial Update on GUG I

- Gina walked us through the financial summary of GUG I and said the financials are looking strong. She said she was happy with how numbers are trending week to week and that the School will be on budget by the year's end. Benefit costs were under budget due to the lower cost of rates, while the School fundraising classroom budget was right on budget. Gina said that even with a few overages, overall, the School is set for a net income of \$370,000. There were no questions for Gina regarding the budget.

2. 5-Year Charter Renewal

- Matthew said the Board of Regents in Albany will be officially approving Growing Up Green Charter School for a 5-year renewal on Monday, March 13th.
- Matthew said he spoke with David Frank today about the renewal and in the next board meeting he suggested the Board discuss bringing the GUG under one school. He mentioned the School had had many issues with the DOE over the years and if it leaves them, it will be nice to leave for the SED.

3. ELA State Test

- Matthew said the ELA State Test would take place on March 27th and that projections for it looked solid.

4. Old Business

- None

5. New Business

5.1: High School Letters Out To Families: Matthew told the Board that Eighth Graders will receive their high school placement letters this week, and that he was happy with their success. He listed some of the high schools, including Stuyvesant High School, Frank McCourt High School, Beacon High School, Townsend Harris High School, Bard High School Early College, Energy Tech High School, and Brooklyn Latin School. Matthew said the success of the School rivaled any other school in the district and that was a reflection of the teachers at GUG MS. Matthew then mentioned that he had spoke with someone at Sacred Heart High School in Manhattan and that there was talk of some

seventh graders being in the running for scholarships there.

The Board then discussed new board members and Matthew said he had a goal of having two new members on the Board within 8 weeks.

5.2: Changing authorizers: moving from DOE to SED: Matthew said we should not announce this matter yet.

5.3: Parent fundraiser: The Board talked about the upcoming parent fundraiser at GUG for the evening of March 25th. Matthew said he would have more information to come.

6. GUG III: 2018!

- Matthew told the Board that he had found a diocese building for Growing Up Green III. He said it was smallish in size but with 12 classrooms. There is a school in the building now but they are moving to the other side of the block. He said where the school is (closer to Forest Hills) is a high-need community, but asked if 2018 was right, in terms of capacity.
- Matthew then notified the Board that there were three staff in GUG that had graduated, or would soon be graduating, from Leadership Academy. He would visit the site with all three on April 21st.
- Matthew said the letter of intent is not due until June, so he would take 6 – 8 weeks to get back into the community to see the need for another school.
- Kate and Kathryn mentioned GUG might need more backing to open a third school and said there might be more hurdles with parents thinking Matthew is spreading himself too thin when it came to their children.
- Jeff asked Matthew if there had been any complaints about GUG getting too big. Matthew said he thinks everything is fine in that aspect and Preethi agreed, saying she isn't worried about Matthew not being involved in the day-to-day of children's learning.
- Jeff said as a parent of a child in public school, he looks at where the kids go afterwards. It tells the value of the education, he said. He referred to the high school placements from earlier.
- Matthew praised the middle school teachers who he believes provide the best education in the city.

→ Jeff motions to close the GUG I Board Meeting and the motion was seconded. ←

→ Jeff motioned to move to the GUG II Board Meeting and the motion was seconded. ←

Board Meeting Minutes – Growing Up Green Charter School I

Tuesday, April 4, 2017, 7:00pm

Attendance

Board Members present: Board Chair – Jeff Mueller; Treasurer – Reid Chase; Officer – Kate Hooker; Kathryn Klingenstein – Vice Chair.

Others present: Matthew Greenberg – School Leader; Gina Palma (via phone) – Director of Finance; Preethi Krishnamurthy – Parent Rep. on Board; Aris Demato – Dean of Academics, GUG II; Rachel Oakley, Executive Assistant to Matthew Greenberg.

→ Motion was moved to begin the GUG I Board Meeting, and the motion was seconded. ←

1. Financial Update on GUG I

- Gina walked us through the financial summary of GUG I and said the financials are looking strong. The school has a few overages and shortages but the revenue is right on target with a net income of \$345,000.
There were no questions for Gina regarding the budget.

2. 5-Year Charter Renewal Update

- Matthew informed the Board about the renewal of GUGCS I and how the vote was taken today. He also explained the process in getting the charter renewal and the support of the school's leadership team during it.
- Matthew talked about the SNAP program in regards to a weighted lottery for the next school enrollment as well as documentation he sent out regarding the Title I population numbers of the school community.
- Questions were posed about Title I numbers and the gentrification of Long Island City and how GUGCS can keep up with Title I numbers with the district's makeup changing over time.

3. ELA State Testing

- ELA State Testing took place last week and Matthew explained that teachers and the leadership team would be meeting on Friday to reflect on the testing. Matthew also noted that State Math Testing is on the calendar for next month.

4. Old Business

- None

5. New Business

- Matthew explained that the eighth grade ceremony would be taking place on June 22nd and he invited all to attend. He mentioned the ceremony would be taking place at GUG II and explained the preparations going into it.

→ Jeff motioned to close the GUG I Board Meeting and the motion was seconded.

GROWING UP GREEN BOARD MEETING AGENDA

Board Meeting Date: Tuesday, May 30 2017

Location: GUG I

Commencement Time: 7pm

GUGI

1. Financials

Gina walked through the financials. Not much has changed since the last board meeting. Net income is \$345K at the end of the year; \$20K better than the budget. All overages and unders are expected.

2. Approval of the budgets

Budget Approved.

3. School Updates

Matthew Greenberg spoke about school enrollment changing for GUGI to include NYSHA students. During the renewal process, we learned that we need to increase the Title I numbers. Massomeh Spahr and her team are working on pulling in more Title I students.

We are going to strike the non-material change request and do this as a material change.

Greenberg explained this would be a total of 33 extra students at GUGI, making the final number for the 2017-2018 school year, 819. The school will have a more comprehensive plan for the 2018-2019 year by starting outreach to NYSHA communities in January.

The material change to enrollment notes that the school does not need to improve its budget or staffing requirements, and that it will not oppose an adverse impact on financial and educational impacts.

A motion was set forth to approve the school's charter revision to add 31 Title I students. The motion seconded, and thus, the motion approved.

4. State Testing

Matthew Greenberg explained to the Board that State Testing was complete and that admin. will know more in July/early August. He expects that students will all do very good.

5. Overnights

Matthew Greenberg explained that Middle School students were in Boston at the moment and that Board members were welcome to check out images on social media.

6. **Spring Plant Sale**

Matthew Greenberg explained that a Spring Plant Sale took place two weeks ago. Many plants were sold at GUG1 and at GUG2. It was a big success at GUG2 (for its first year), with Aris Demato saying the plant sale saw the biggest family turnout for any school event so far, with 20 - 30 people showing up.

7. **Regent Chin's Visit**

Regent Chin visited in May and Matthew Greenberg gave the Board a short introduction of Regent Chin and her work in the community. He explained that she has helped and supported GUG and that during her visit, she was able to meet with our Admin. Team and watch classrooms in session.

8. **Executive Session**

Jeff Mueller said that the Board has worked with outside counsel to craft a new employment agreement for Matthew Greenberg. Matthew Greenberg, Aris Demato and Rachel Oakley left the board meeting office so the board could discuss this matter.

After the Executive Session, Jeff Mueller adjourned the approval of Greenberg's agreement and said he would schedule a time to speak with Lindsey Jones for her to answer their questions.

9. **No old or new business.**

Jeff Mueller motioned to close the GUGI Board Meeting. The motion was seconded and approved.

GUGCS Board Meeting Minutes June 13, 2017

In attendance:

Matthew Greenberg
Jeff Mueller
Kathryn Klingenstein
Preethi Krishnamurthy
Kate Hooker
Gina Palma (via phone)
Kristen Harris
Alyssa Hockstein
Lauren Barkan
Kristen Lengyel
Steve Viola
Nancy Wong
Aris Demato

GUGCS I

The meeting began with Gina explaining the proposed change to the language in the Debit/Credit Card Purchases section of the Financial Policies and Procedures, which was suggested by the auditors. The Board then briefly discussed the edit and voted unanimously to approve the change.

Gina then provided the Board with a short update on the preliminary stages of the audit. Matthew then introduced the staff members present, who gave general updates on the end of the year and the upcoming 5th and 8th grade graduations. The board was also updated on the stats regarding the 8th graders' HS application process.

Matthew then discussed the vetting process on 2 prospective new board members: Ira Greenberg, a longtime parent with strong ties to the community, and a new candidate referred by a consultant in Albany. The board discussed plans to add 7-9 new members. There was also a brief discussion about the schedule of meetings for the upcoming year, which the board decided would be set via Doodle.

As there was no other new or old business to discuss, Kate then moved to close the GUGCS I meeting, Kathryn seconded, and the board voted to adjourn the meeting.