

**Minutes of Board of Trustees Meeting - Growing Up Green Charter School
Thursday, October 24, 2013, 7:00 p.m.**

1. Attendance

- **Board members present:** Jeff Mueller, Reid Chase, Kurt Shuman
 - **Board members on the phone / video conference:** Kyla Kupferstein, Kate Hooker
 - **Board members not present:** None
 - **Others present:** Matthew Greenberg – School Leader, Lashelle Bovian – Parent Board Representative, Rebecca Gibson – Co-President of the PTO
- Jeff Mueller moved to begin the meeting, and the motion was seconded and approved by all board members.

2. Matthew Greenberg's Contract

- Jeff Mueller moved to have Matthew Greenberg's amended and restated employment contract approved
 - The contract was approved unanimously by the board
- Jeff Mueller also moved to have Matthew Greenberg's bonus matrix to his employment contract approved
 - The contract was approved unanimously by the board

3. Financials

- Reid Chase provided an overview of the latest financials
 - No major deviations were identified between the forecast budget and the actual amounts spent by the school
 - Expectations are for the school to have a \$250k budget surplus by the end of the school year

4. School's Audited Statements

- Matthew Greenberg reviewed the school's audit financial statements that had been circulated to the board members prior to the meeting
 - The audit did not reveal any underlying issues with the financial position of the school other than a recommendation to increase the amount of property insurance coverage from \$200k to \$700k.
 - The school agreed to the increase in insurance coverage and that increase cost is reflected in the current budget
- Jeff Mueller moved to have audited financial statements approved
 - The documents were approved unanimously by the board

5. School Charter Renewal Documents

- Matthew Greenberg gave an overview on the school's current endeavors to receive another 5 years extension of its charter from the Department of Education (DOE)
 - Matthew described the recent public hearing on the charter renewal which was attended by over 200 guests

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- The overall impression was that the hearing was productive and helpful in the school's efforts to have the charter renewed
- The final charter renewal paperwork had been submitted on 10/24/13, but there has been no indication from the DOE when the final ruling will be made on the renewal
 - Included in the submission was assessment of the school's progress in meeting the goals and objectives of the charter – meeting goals have become more difficult with the revised, higher standards
 - Despite high standards, the school had a better assessment than last year

6. Real Estate Matter

- Matthew Greenberg informed the board that it continues to look for an appropriate location to move the school, including a site to build a new school, in order to facilitate the inclusion of a middle school
- One issue around the construction of a new school would be how to finance the construction
 - Matthew Greenberg and Jeff Mueller mentioned that some charter schools have been using a bond finance approach to fund construction
 - Reid Chase and Kurt Shuman agreed to assist in exploring this issue

7. Fundraiser Update

- Matthew Greenberg gave an overview of the status of the fundraising event
 - It will be held at Fashion 40 on December 11, 2013 from 6:30pm to 8:30pm
 - Matthew asked that December 1 be the deadline for getting a final attendee count for the event
 - Additional funding raising approaches were discussed to supplement the monies raised through the ticket sales. Other ideas included:
 - 50/50 raffle
 - Conducting a live auction for the Jet Blue tickets that had been donated
 - A live donation collection via donation cards
 - A follow-up conference call will be scheduled to organize all planning directives and initiatives

8. GUGCS Board Recognition Award

- Jeff Mueller proposed the introduction of an "award" to an individual/individuals in recognition of their contribution to the support and advancement of the Growing Up Green Charter School
- Suggestion was that the "award" would be presented at the annual school auction
- The board was asked to give some consideration on appropriate and thoughtful ways to select and present the "award" winners

9. New Business

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- Jeff Mueller asked that the Compensation Comparability Study done by Growing Up Green Charter School's lawyer, Lindsey Jones, be attached to today's meeting minutes. Ms. Jones conducted and submitted the study to the board prior to the board's approval of Matthew Greenberg's amended and restated contract.

10. Meeting Conclusion

- The board concluded its meeting by a motion from Jeff Mueller to adjourn, which was seconded and approved by all board members.

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