

GROWING UP GREEN CHARTER SCHOOL BOARD MEETING

Board Meeting Date: Tuesday, February 11th, 2020

Location: Growing Up Green Charter School Long Island City

Commencement Time: 7pm

In person: Matthew Greenberg (Founder and Executive Director for Growing Up Green Charter Schools), Erin Acosta (Director of Development at Growing Up Green Charter Schools), Nabiha Yusufali (Executive Assistant to Matthew Greenberg and Special Projects Coordinator at Growing Up Green Charter Schools), Anne Levonen (Board Trustee)

Video Conference: Kate McGrath (General Counsel and Director of Human Resources at Growing Up Green Charter Schools), Adnan Vadyk (Finance Manager for Charter School Business Management Inc), Marc Greenberg (Board Trustee), Reverend Corwin Mason (Board Trustee), Kate Hooker (Board Secretary), Kelly Russotti (Board Trustee)

Commencement

Anne Levonen voted to open the meeting, Kate Hooker seconded the motion, all were in favor.

Previous Month's Board Meeting Minutes

Kate Hooker motioned to approve the February Board Minutes, Anne seconded the motion, all in favor.

Financials

Adnan Vadyk went through the financials for Growing Up Green I. The Special Education per pupil funding we received was higher than anticipated, our Title 2 funding came in lower due to adjustments. We are holding enrollment at a lower number than budgeted. Benefit costs were lower than expected, and 401K costs were lower than anticipated. We were over budget on team building and professional services, classroom expenditure, facilities, and technologies costs came in higher due to implementation of Power School.

Matthew Greenberg spoke about how we are expected to receive a higher increase in our per pupil for next year. Also, our enrollment numbers this year are lower than anticipated, but we will be taking a more conservative number in the budget for the future. Also, we will make sure to take payroll tax into consideration because that came in higher than expected.

Announcements

Matthew Greenberg had a few announcements for the Board. Board meetings for the rest of the school year will be at Growing Up Green I Elementary School. Presentations from the Growing Up Green Charter Schools leadership will be on the agenda for the rest of the year.

Next month we thought it would be a great opportunity to go through best practices for Board Meetings. Cliff Schnieder from Cohen Schneider Law, P.C. will be leading the workshop alongside Kate McGrath.

Kelly Russotti Board membership has been approved by the SED, we are waiting on the DOE to approve her as well.

New Business

Kate McGrath spoke about some corrective distributions that have come through for the 401K audit. This was a correction made for people who were underfunded for employer match, but in total it was de minimis. We have changed our process going forward and will be looking at total comp and not salary.

Matthew reached out to Franklin Headley from Voice Charter School and asked if he could speak to his Board Chair. Voice Charter School is known to have excellent Board practices. Matthew and his Board Chair, Marc Cohen, had a great conversation where they discussed best practices. We have asked to pay their Board a visit to see how they conduct.

Kate moved to adjourned GUG I Board meeting