

**Minutes of Board of Trustees Meeting - Growing Up Green Charter School  
Wednesday, April 10, 2013, 6:00 p.m.**

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**1. Attendance**

- **Board members present:** Reid Chase, Kyla Kupferstein , Jeff Mueller, Paola Vita
  - **Board members on the phone / video conference:** Kurt Shuman
  - **Board members not present:** n/a
  - **Others present:** Matthew Greenberg, Erin Boyle, Cliff Schneider
- Jeff Mueller moved to begin the meeting, and the motion was seconded and approved by all board members.
  - Jeff Mueller moved to approve the board minutes from the previous board meeting of March 20, 2013. The motion was seconded and approved by all board members.

**2. Nomination of Kurt Shuman to the Board**

- Jeff Mueller moved to nominate Kurt Shuman to the board, which motion was seconded and all board members approved the motion.

**3. Resignation of Board Member Chris Hawkins**

- The board took notice of Chris Hawkins' resignation from the board, effective immediately, which he effectuated by email sent to all board members on April 10, 2013 at 8:56 am. A copy of Mr. Hawkins' email and letter of resignation is appended to these minutes.

**4. GUGCS Lottery for 2013 – 2014 Academic Year**

- Matthew informed everyone that the school lottery took place and that there were approximately 2,000 applicants for 100 slots. A discussion was held concerning the mechanics of the lottery process.

**5. Academic update**

- Matthew informed everyone that the NYS English Language Arts testing would begin the following week for three consecutive days for 3<sup>rd</sup> graders and above. The week following the ELA testing, the NYS Mathematics test would also be administered to 3<sup>rd</sup> graders and above. Matthew provided an overview of GUGCS's ELA and Math scores from the previous year and emphasized that GUGCS has been providing additional Math teaching/preparation three times weekly via a Math specialist.

**6. Charter Renewal Update**

- Matthew informed the board that the charter renewal process is in the final stages and that he would distribute the Executive Summary of same for all board members to review prior to its submission on May 1, 2013.

**7. Financial Update**

- Matthew informed that Gina Palma is currently working on a 5-year budget which would be completed shortly. GUGCS's 2012-2013 IRS Form 990 was submitted for the board's approval. Jeff moved to approve the Form 990, this motion was seconded, and all board members voted in favor of same.

**8. Teacher Update**

- Matthew informed that the school is in the process of interviewing prospective teachers to fill various positions.

#### **9. By-Laws Revision Status**

- Matthew and Jeff Mueller discussed the status of the By-Law revision process and informed that the finalized version would be completed in advance of the next board meeting, and would be submitted to the board for its consideration at the next board meeting.

#### **10. Governance Update**

- Cliff Schneider, who is a partner at the law firm Cohen Schneider & O'Neill LLP, and who has been retained by GUGCS to assist in strengthening the governance framework and practices of GUGCS as they relate to the Board of Trustees, provided an overview of his work's status and upcoming milestones.

#### **11. PTO Update**

- Erin Boyle provided an update on the various PTO events recently completed such as the Spring Garden Festival and Annual Auction which netted over \$16,000. The board thanked Ms. Boyle for the hard work and successful fund raising on the part of the PTO.

#### **12. May Board Meeting**

- The next board meeting was scheduled for May 7, 2013 at 6 pm. The board concluded its meeting by a motion of Kyla Kupferstein to adjourn, which motion was seconded and approved by all board members.