

**Global Community Charter School  
Board Meeting Minutes**

*Oct 10th, 2012*

*6:30 pm - 8:00 pm*

*GCCS, 421 W 145th St., New York, NY*

**Meeting called to order at 6:40 PM EST - RB**

**Role Call: In Attendance:**

- Board Members: Rachael Beard (RB), Peter Prosol (PP - Facetime), Sheronda Rochelle (SR - Facetime), Shivon Zilis (SZ - Facetime), Kate McGovern (KM)
  
- Staff: Phyllis Siwiec (PS)

**Public Comment**

- None

**General Issues - RB**

- Minutes
  - **Resolution: PN motions to approve minutes; RB seconds; unanimous approval.**

**Head of School Report - PS:**

- First Month Overview:
  - Expected 84 K, 73 1st Grade
  - Sept Overview:
    - Sept 4: Expected 132, Actual 107
    - Sept 5: Expected 131, Actual 113
    - Sept 6: Expected 127, Actual 115
    - Sept 7: Expected 127, Actual 107
    - Sept 10: Expected 127, Actual 119
    - Sept 11: Expected 128, Actual 120
    - Sept 12: Expected 130, Actual 122
    - Sept 13: Expected 130, Actual 126
    - Sept 14: Expected 134, Actual 116
    - Sept 15: Expected 138, Actual 101
    - Sept 18: Expected 138, Actual 128
    - Sept 19: Expected 141, Actual 137
    - Sept 20: Expected 142, Actual 130
    - Sept 21: Expected 138, Actual 128

- Sept 24: Expected 143, Actual 133
  - Sept 25: Expected 143, Actual 133
  - Sept 26: Expected 141, Actual 125
- Comments:
  - There were several early fall illnesses going on, hence the fluctuation
  - The school made attempts to call all absent students
  - Family support is #1 priority (e.g., have been reaching out to shelters to help students at risk)
  - Language learning need to be a core focus
  - Need more enrichment books for high performing students
  - PS very happy with the quality of the teachers - they are very passionate and competent
  - Hiring:
    - Need social workers, lead teacher
- Financial Report - PP:
  - Grants
    - SSF Grant is a long ship because of the length of duration in the current space
  - Attention items:
    - Keeping on par with attendance expectations (get up to 148 or 150)
    - Special education students need to be tested and identified sooner than later so the school can best structure itself to assist their needs (including student who need language / speech assistance)
  - Expenses:
    - We have currently saved on some expenses, however we still have revenue risk if we don't close revenue gaps associated with attendance / categorization
    - The volatility of expenses and revenue streams needs to be closely monitored. PP to follow up with David
  - Loans/LoC:
    - The \$250K loan, should the school want to pursue it, will be very difficult
    - A line of credit should be established. Since the school has not been

around long enough to establish creditworthiness we will need to put up \$50 and borrow against that

## **Fundraising**

- PP to double check on SSF
- Walton interview scheduled for tomorrow
- KM to look into other grant options

## **Governance:**

- Facilities
  - RB: We can look into extending the lease at the existing space (potentially expand into other regions of the property)
  - PS: We would need to renegotiate the lease and look at the lease to purchase
  - RB: Has received advice to potentially keep this space and connect with surrounding building
  - PP: Points out that without SSF there won't be the \$250K
  - Action Items: get explicit statements of the possible options from all available parties before we make a decision
- Anti-Bullying - SR
  - Got a hold of another policy and has built ours off of that base
  - KM points out that it shouldn't be fully zero tolerance given age
  - PS points out that it's not for the kids but for adults (parents/volunteers) it definitely has to be
- By-Laws
  - Amendment sent for everyone's review
  - Was voted on last time, all looks good
- FPP Changes
  - Minor changes -> task force feels good about it
- Org Chart
  - Changes title: CFO - Operations Manager
  - Removed lead social worker (now have two social workers)
  - **Motion: RB moves to approve org chart changes, PP seconds; unanimous approval.**

- Dashboard
  - Robert to send report following meeting
- Goals Exercise
  - Group will pause this effort until dashboard update occurs (for alignment purposes)
- Head of School Evaluation:
  - SZ gives overview
  - **Motion: RB moves to approve the head of school assessment; KM seconds; unanimous approval.**
- Recruitment:
  - Need facilities, finance, community outreach, and fundraising expertise
  - All board members to help with recruitment
- Website
  - The site is live, needs some tweaking

## **Adjournment**

- **Resolution: RB moves to adjourn at 8:44 PM; KM seconds; unanimous approval.**