

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF
SPECTRUM CHARTER SCHOOL
HELD OCTOBER 16, 2019 AT SPECTRUM CHARTER SCHOOL

Present: Barbara Bain, Dorice Tharp, Michele Gutman, Alesia Pascone

Staff Present: Michelle Johnson, Tyler Roberto

Excused: Jessica Love

Absent: Linda Raimondi

Guests: Ellen Szczerba, Trish Shelton, Heather Yee

- I. **Call to Order:** MG called the meeting to order at 7:00PM
- II. **Agenda** – A motion to approve the agenda was made by BB and seconded by DT. All in attendance were in favor
- III. **Minutes:** A motion to approve minutes from the 9/18/19 Board Meeting was made by DT, Second by BB. All in attendance were in favor.
- IV. **Financial Report** - A motion to approve the financial report for 9/19/19-10/16/19 was made by BB and seconded by DT. All in attendance were in favor.
- V. **Principal's report** – see attachment
A motion to approve contract with Kapp Communications for the school intercom system subject to legal review was made by BB and seconded by DT. All in attendance were in favor.
- VI. **Old Business**
 1. **Strategic Plan** – Phase I is complete and moving into Phase II looking at marketing and visibility, internal resources, areas for improvement, fundraising, compensation for staff, possible expansion. It is hoped that it will be completed by the end of the school year. Letters will then be distributed to parents.
 2. **Status of Staff Vacancies** – Waiting on last paraprofessional position, a candidate has been interviewed and offered a position.
 3. **Building and Property** –
 - i. Demo House – no updates
 - ii. Heat and Air Unit Status – CEO is getting proposals and will seek funding/grants for work
 - iii. Maintenance Resolution – Vanguard will be on call for snow removal from vans or other needs
 4. **20th Anniversary Event** – A series of events are proposed/in progress
- Birthday Party to be held 2/28/2020, Dr. Roberto will take the lead on this
 5. **Touch a Truck** – A motion to approve holding Touch a Truck 10/30/2020 was made by BB and seconded by DT. All in attendance were in favor. Discussion centered around making the school a more prominent part of the event.
 6. **Grants** – No updates, CEO will get a list to ELT
 7. **Yoga** – A motion to approve yoga classes two times/month was made by DT and seconded by BB. All in attendance were in favor.
 8. **NPVideo Contract/Plan** - A motion to approve contract with NPVideo subject to legal review of terms and conditions and plans for use was made by BB and seconded by DT. All in attendance were in favor.
 9. **Increase Board Members** – New potential board member was to attend tonight's meeting but cancelled due to illness. Her resume is available for review. Additional board members are being sought.
 10. **Advisory Committee Update** – DT has received 3 responses. They will be sent emails with school updates and ways for them to get involved including 20th Anniversary Events.
 11. **Charter Renewal Update – Renewal is due 12/31/19**
 - i. Working to update curriculum with the consultant
 - ii. **Renewal application** – Gateway does not have a defined process for renewal, counsel is engaging them for guidance

VII. New Business- None

Public Comment –

1. Heather Yee – provided information on t-shirt prices. Dr. Roberto will send a letter to poll parents on interest
2. Trish Shelton – discussed concern over incident involving her son, who is a student at the school. She requested a way to reach board members via the school website and provided her contact info. She also announced her intent to return to Spectrum Board meetings and discuss concerns with Gateway School Board at their meetings until the issue is resolved

Meeting adjourned to Executive Session at 8:28PM

Executive session ended at 9:25 PM

A motion to approve hire of the 5th paraprofessional contingent on clearances was made by DT and seconded by BB. All in attendance were in favor.

Meeting adjourned at 9:28PM

The next Spectrum Charter School Board meeting is scheduled for Wednesday, November 20, 2019 at 7:00 PM at Spectrum Charter School.