

**Cardinal McCloskey Charter School**

**Board of Trustees**

**Board Meeting Minutes**

**October 15, 2019**

1. The meeting was called to order by Mr. George Grace, Chairperson, at 6:09 p.m.
2. **Attendance** taken by Mr. Grace

**Present:** George Grace, Dr. William Ursillo, Dr. Reva Gershen-Lowy, Peter Quinn, Phyllis Thorne, Dunica Charles and Joy DeVries

**Excused:** Jim McCarthy and Joan Magoolaghan

**Teleconference:** N/A

**Charter School Staff:** Jennifer Fedele and Edrick Browne

**CMCS Partners**: Beth Finnerty, Christine Monroe and Kamlesh Singh

**Guests**: Margie Medina

1. **Sanctuary Community Meeting** was facilitated by Ms. Phyllis Thorne
2. **Motion to approve the minutes of the September 10, 2019 Board Meeting**

*A motion to approve the minutes of the September 10, 2019 Board Meeting was made by Phyllis Thorne, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

**5.0 Chair Report –**

* **Following the Sanctuary Model** - Mr. George Grace stated that while all Board members are passionate about the school succeeding it is also important to continue to follow the Sanctuary model when reviewing and making decisions on behalf of the school. They also discussed the importance of respecting the values of others opinions and amicably come to a communal decision at the end result.
* **Lease Amendment Review** – Mr. Grace discussed the lease amendment that has been signed by Aquinas but still needs to be reviewed by the Board. Mr. Grace mentioned, and the Board agreed, that CSBM should also review the agreement to ensure the school gets reimbursed for all renovations that we have completed. The lease agreement includes extending an additional one year to the current lease. The Board continued to review the additional terms of the agreement and will present it at the next meeting.
* **Volunteers Policy** – Mr. Grace noted the Volunteers Policy will be reviewed and approved at the next Board meeting.
* Mr. Grace stated at the Executive Committee meeting they discussed the Growth for Success Plan and whether the school was following the model that is in the application and the school’s Charter. Mr. Grace stated, at this point, they have not implemented this yet. The Board discussed the how the framework that was set up has been not been helpful to the school and CMCS. Mr. Grace explained that the teacher is (the “quarterback”) in charge and CMCS is there for assistance (part of the team) and to provide whatever services the children need. Dr. William Ursillo suggested the Growth for Success Plan be bought back to the Academic Committee to help develop and modify the plan and to make sure everyone is on the same page. Mr. Grace noted the vision of the Executive Committee is the teachers run the show and the additional services from CMCS are assistance to them. Ms. Finnerty agreed.
* **Reviewing the MOU** – Ms. Finnerty will discuss the MOU in the Partner’s Report

**6.0 Proposed Executive Session –**At 6:28 p.m. a motion was made by Mr. Grace to enter an executive session. The executive session concluded at 7:01 p.m. and the Board meeting resumed.

1. **Action Item Following Executive Summary**
2. All members of the Board will modify their behavior and refrain from interrupting when others are speaking
3. All Board members will review and adhere to the Sanctuary Commitment Model

**8.0 Actions Items –**

**8.1 A motion to approve The Lease Agreement** – The Board will review the agreement and will present it at the next meeting.

**8.2 A motion to approve the Volunteer Policy** - The policy will be reviewed and presented at the next meeting.

**9.0 Discussion** - Covered in the Chair Report

**10.0 Reports**

**10.1 Partner’s Report -** Ms. Finnerty discussed moving forward with the revisions to the Memorandum of Understanding (MOU) and will meet with Mr. Grace to discuss the changes before the next Board meeting. Mr. Grace suggested the document be forwarded to the Executive Committee members for their review. Ms. Finnerty agreed. Mr. Peter Quinn inquired about the changes to the MOU and if it would include CMCS getting paid for their services. Mr. Quinn expressed his recommendations on what he thought needed to be in place and stated stipulations would need to include a dedicated revenue stream. Ms. Finnerty stated we are not at the point in the revisions and stated the goal of CMCS is to make sure the model specified in the Charter, and approved by SUNY, is being followed in the best way possible.

**10.2 Executive Committee Report** - The Executive Committee Report was discussed in the Chair Report.

**10.3 Academic/Sanctuary Committee Report** – The Academic/Sanctuary Report was discussed in the Chair Report.

**10.4 Finance Committee Report** - Mr. Peter Quinn provided the following highlights:

* The financial statement and budget will be reviewed and provided at the November 5th Board meeting. Mr. Quinn provided a brief overview of the incurred expenses.
* There are currently 133 children enrolled which will impact the revenue received from CSI.
* Dr. Reva Gershen-Lowy and Ms. Jennifer Fedele strategized ways to recruit additional children.

**10.5 Fundraising Committee Report** – Ms. DeVries provided the following highlights:

* Mr. Grace suggested a letter of thanks be sent to donors for their contributions
* A grant received from Target was used to pay for the apple picking trip for the children

**10.6** **Principal’s Report** – Ms. Fedele updated the Board on the following items:

* Ms. Fedele discussed teacher issues and protocols
* The Apple Picking Trip to Warwick, N.Y. was a huge success. Twenty-five parents were in attendance.

1. **Public Participation** – Public Participation was made available to the public.
2. **Next Steps**
3. **Adjournment**

*A motion duly made by Dr. Reva Gershen-Lowy, seconded by Dr. William Ursillo and carried unanimously, the meeting was adjourned at 7:21 p.m.*