DRAFT

Springfield Prep
CHARTER SCHOOL

Springfield Prep

Minutes

Finance Committee Meeting

Date and Time
Tuesday July 26, 2016 at 7:30 AM

Location
370 Pine St.

This meeting of the Springfield Prep Charter School Finance Committee will be held at 370 Pine St. on 7/26/16 at 7:30 am. Meeting notice was posted on the school's website (www.springfieldprep.org) on 7/22/16 at 8 am.

Committee Members Present
B. Spirer, J. Brown, L. Goncalves, M. Wagner, R. Olejarz

Committee Members Absent
None

Guests Present
K. Molina, K. Murphy, P. Ellis

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

B. Spirer called a meeting of the Finance Committee of Springfield Prep to order on Tuesday Jul 26, 2016 at 7:38 AM.

C.

Introduce Meghan Wagner, Director of Finance & Operations

D. Approve June Finance Committee Minutes

Given time constraints, this was tabled until the next meeting.

II. Other Business

A. Annual Report

R. Olejarz made a motion to approve the Annual Report, with the minor edits Bill noted, as submitted.
P. Ellis seconded the motion.
The committee **VOTED** unanimously to approve the motion.

B. Student & Family Handbook

Bill presented the minor changes and the board noted minor edits that were needed.
P. Ellis made a motion to approve the 2016-17 Student & Family Handbook as presented.
K. Murphy seconded the motion.
The committee **VOTED** unanimously to approve the motion.

C. Facility proposals

Bill provided an update on the two proposals currently being considered. The board discussed the possibility of a co-location as a way of easing the financial burden in the early years and was supportive of that prospect.

III. Finance

A. Review June Financials

B. STEP renewal contract

K. Molina made a motion to approve the STEP contract, as presented.
J. Brown seconded the motion.
The committee **VOTED** unanimously to approve the motion.

C. Approvals, as needed

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:25 AM.

Respectfully Submitted,

B. Spirer