

# Lavelle Prep Charter School

## Board of Trustees Meeting

**Minutes**  
**April 27, 2017**  
**6:54PM**

<b>Trustees Present</b>	Sheldon Blackman, Deborah Miller, Nelly Tournaki, Bonnie Fritz, Joseph Carroll, Lily McNair
<b>Trustees Absent</b>	Richard Fragiacommo, Doris Schueler, Dirk Tillotson, Susan Lavelle
<b>Staff Present</b>	Kenneth Byalin, Mary Cottingham
<b>Parents Present</b>	None
<b>Others Present</b>	
<b>Adoption of Agenda</b>	A motion was made by Nelly Tournaki, seconded by Lily McNair, and unanimous by all to accept the agenda for the April 27, 2017 meeting date.
<b>Approval of Minutes</b>	A motion was made by Nelly Tournaki, seconded by Bonnie Fritz, and unanimously by all to accept the minutes from the March 23, 2017 meeting.
<b>Committee Meetings/Reports</b>	<p><b>I. Executive Committee</b></p> <p>An application for the Richmond Early College Charter School (RECCS) was submitted to State Ed. Right before Spring break we had a conversation with State Ed and it was recommended to withdraw the application and re-submit in summer 2017. The conversation with State Ed was positive and the State representatives were enthusiastic. We have been waiting for the official written comments/feedback from the State which will highlight our short comings and finally received the response last night (4/26) after a long delay. We will take their comments into consideration when resubmitting,</p> <p>At this time the Autism Spectrum school application is on the back burner. After a conversation Ken Byalin had with David Frank from State Ed it was made clear that it's best NOT to submit applications for both the RECCS &amp; the Spectrum school at the same time. Another contributing factor for NOT moving forward with the Spectrum application was the decrease in Lavelle Prep student applications. We</p>

are reviewing our process for student recruitment to see what could have been a contributing factor (s) for the lower application numbers. The Spectrum school could potentially be in direct competition with Lavelle Prep enrollment for the general education student applications.

There was an increase in rent supplement for LP elementary grades, LP grades 11 and 12, & all of NV. It begins in the 17-18 school year and is now 30% of the per pupil amount.

The 2017 lottery numbers for Lavelle Prep are down for Gen Ed & Special Ed; 7th grade was up but everything else was down.

We had fewer applications in the elementary grades. A possible scenario is that the number of 5<sup>th</sup> grader applications were higher last year due to a Charter School closing on Staten Island and we might have received the over flow of their students.

Two leadership concerns for the Lavelle Prep Elementary this year were:

- Principal Mary Patron only being able to commit to three days a week instead of five.
- Jenna Curran, Assistant Principal had to go out on leave and is scheduled to return this summer.

We have been making adjustments to strengthen the leadership in elementary to be compatible with our culture. VP of Academic Affairs, Evelyn Finn & Assistant Principal Kristina Mazza have been working in Elementary alongside Co-Principals Anthony Faiella & Mary Petron. Anthony works on Monday & Friday, Mary works Tuesday, Wednesday & Thursday.

A motion was made by Sheldon Blackman, seconded by Lily McNair, and unanimously by all to accept the Executive Committee report.

## **II. Finance and Audit Committee**

Budget vs actuals are on track.

Cash flow is on track.

Projected total income is good.

Budget for next year; do we want to break out Lavelle Prep & Elementary budgets? Per State Ed we must report by school and State Ed considers the Elementary & Lavelle Prep Upper as one school. Ken Byalin is suggesting the Board approve the budget to give the Finance Department & Administration a running start, as long as there is no objection from the Board. Sheldon Blackman recommends we keep the budget as presented; projections and income on 95% students. Finance & Audit Committee will make recommendations if the income is not there.

Sheldon Blackman made a motion to approve the Lavelle Prep budget for 2017-2018 and Joe Carroll seconded that motion.

A motion was made by Joe Carroll, seconded by Lily McNair, and unanimously by all to accept the Finance Committee report.

### **III. Governance and Nominating Committee**

The Committee did not meet but Deborah Miller spoke about an unresolved issue with the Conflict of Interest policy. The Board voted but there is still an outstanding matter. Deborah and Dana Volini plan to schedule a call with the attorney to discuss.

Ken Byalin explained to the Board that pending the official Merger in July 2017 we will have one joint nominating committee for adding a Trustee to the Board but we can start the paper work/process now.

### **III. Education and Accountability Committee**

The Committee did not meet but Deborah Miller wanted to advise the Trustees of a complaint that was filed against the school.

Deborah Miller met with Theresa Peterford & Evelyn Finn to discuss the formal allegation made by a parent of an Elementary student. The parent felt their child was discriminated against because of his disabilities and race. It appears that Lavelle Prep will be exonerated and the child was returned to his previous school. The mother refused an intervention plan. The student left the school before an IEP (Individualized Education Program) was developed.

Deborah Miller will suggest to the Education & Accountability Committee the next time they meet that the school/faculty should revisit cultural diversity & bullying strategies.

A motion was made by Bonnie Fritz, seconded by Joe Carroll, and unanimously by all to accept the Education & Accountability Committee report.

### **IV. Development Task Force**

Ken updated the Board on the vanAmeringen commitment for a two-year grant of \$50,000 each year, payable to John W. Lavelle Preparatory Charter School, for expansion of preventative, early-intervention mental health practices.

Jill Patel has volunteered as a consultant to help us with structure and planning for next steps with fundraising.

	<p>A motion was made by Lily McNair, seconded by Joe Carroll and unanimously by all to accept the Development Task Force report.</p> <p><b>V. Research Task Force</b></p> <p>The 2<sup>nd</sup> article has been revised and resubmitted to be published. May 5<sup>th</sup> is the next scheduled research meeting.</p> <p>Drs. Stan &amp; JoAann Sacks &amp; Dr. El Samuels will be honored at this years' school Gala on June 1 for their work.</p> <p>A motion was made by Nelly Tournaki, seconded by Lily McNair, and unanimously by all to accept the Research Task Force report.</p>
<p><b>Adjournment</b></p>	<p>A motion for the meeting to be adjourned was moved by Bonnie Fritz, seconded by Susan Lavelle and unanimous by all to accept at 8:37 PM. The next Board of Trustees meeting has been scheduled for May 25, 2017.</p>