



# SIDE BY SIDE

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## CHARTER SCHOOL

### Side by Side Board Meeting August 25, 2015

### APPROVED MINUTES

#### I. Roll Call

- A. Members of the board in Attendance: Anne Dichele, Matt Nittoly, Adam Norris, Nicole Shargoury, Jimi Napoli, Joy DeJaeger, Cathy Cappellieri, Mary Newbery, Chris Berich, Steven Ferguson, Melanie McGowan, Kimberly Grimm
- B. Members Absent: Sally Davids, Skelton Key, Bill Murphy,
- C. No Public Attendance

#### II. Public Session

None

#### III. Call to Order

- A. Anne Dichelle 5:30

#### IV. Review of Minutes

- A. Motion from Cathy, second from Mary
- B. No Changes
- C. Move to accept and approved as submitted

#### V. New Business

##### A. Welcome new Board Member

Steve Ferguson, Community Seat  
Melanie McGowan, Faculty Seat  
Chris Berich, Faculty Seats

##### B. Election of new officers

Ann as Chairman of the Board  
Cathy as Vice Chairman of the Board  
Adam as Treasurer  
Jimi as Secretary

##### C. Appointment of BOD members for Standing Committees

Steve for Finance, Fundraising

##### D. Distribution of new regulations for BOD of Charter Schools.

Mary will read and advise of any pertinent information / changes at September meeting.

## VI Reports

Director Update:

I. **Enrollment:** goal is 236; budget is 235; current is 232....

II. **Summer/Facility Projects update:**

a. **Parking Lot:** Work began in 2 phases in early July. Curbing is in process of being completed. Line painting is scheduled to take place on 8/28. No major issues to report. Two change orders for repair to the entrance apron/sidewalk (requiring city permit) and fixing a drain.

- **Per Grant Application:** \$170,500 (Award (80%): \$136,300; SBS Contribution (20%): \$34,100)

**Piro Paving, Inc. Agreement:** \$155,000

+ C/O for entrance Apron: \$6560

+ C/O for drain repair: \$2850

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**Total: \$164410**

*Paid to date: \$157,500; \$6910 balance  
\$6090 under budget*

- Looking into landscaping work to accompany new lot improvements

b. **New Boiler:** Abatement preparation began in early July. Had to wait for test results. Abatement completed; Hygenix approval to remove existing boiler. Work still in progress. No impact on school function. Hot water, etc. all working.

- **Per Grant Application:** \$126,625 (Award (80%): \$101,300; SBS Contribution (20%): \$25325)

**Devine, Inc. Agreement:** \$109,500

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**Total: \$109,500**

*Paid to date: \$43,000; \$66,500 balance  
\$17,125 under budget*

- Getting estimate for new heat controls for new boiler. Will come out of grant funding; included in proposal

c. **Bathroom renovations:** Construction began immediately after school ended in June; JBC Construction was here consistently on a daily basis. No major issues. One change order for rotted pipes under urinals in both bathrooms. Project completed on Tuesday, 8/25

- **Per Grant Application:** \$162,800 (Award (80%): \$130240; SBS Contribution (20%): \$32560)

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**JBC Construction, Inc:** \$160,000  
**+ C/O for urinal pipes; structural repairs:** \$3700

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**Total: \$163700**

*Paid to date: \$128,700; \$35000 balance  
 \$900 over budget*

**III. Curriculum and Instruction update: (Mary Newbery)**

- SBAC results**
- New curriculum**
- MAP assessment**

**IV. Staffing update**

- New staff:**
  - **Grade 2 teacher:** *Kristie Dorfman*
  - **Teaching Assistants:** *Marcella Libertino (sped/Gr.3); Katie Loiacono (floater); Brooke Amigo (US Science)*
  - **Quinnipiac Interns (5):** *Jamie Reiff; Jenna Quenneville; Jessica Farraye; Victoria Moore; Kristen DeVizio*
  - **Current vacancy:** **US mathematics assistant**

**V. BOD meetings 2015-16:**

- 4<sup>th</sup> Tuesday of the month**
- Tentative dates:**
  - **8/25; 9/22 (day before YK) or 9/29; 10/27; 11/24; 12/22 or 12/15; 1/26; 2/23; 3/22; 4/26; 5/24**

**VI. Technology Grant:** Was applied for during summer for \$10K in funding for computers and peripherals

**VII. New email accounts for BOD members**

**Finance Committee Update**

Nothing to report as first meeting of school year.

**PTCO Update**

Jimi to step down from Co-President of PTCO based on other duties and commitments.

### **Facilities Committee Update**

Kim reported that due to SBS being short staffed and unable to commit to the project as a priority, the publicity firm engaged has decided to withdraw from their consulting work to build a capital/marketing campaign. We greatly appreciate the work she did and have taken away from it some very valuable points and areas to work on. We hope to be at a point in the near future to work with them again.

### **VII Executive Session**

N/A

### **VIII. Set agenda for 9/29 meeting at 5:15pm**

Roll Call

Public Session

Call to Order

Review of Minutes

New Business

Reports

Directors Update

PTCO Update

After School Update

Committee Updates

Standing Committee

Finance Committee

Facilities Committee

Fundraising Committee

Executive Session

Set Agenda for Following Meeting.

### **IX Adjourn**

A. Cathy motioned to adjourn, Jimi Second