

Bentley Academy Charter School
Board of Trustees Meeting Minutes
December 19, 2018

Present: Carli Kusiolek (chair), Alyce Davis (co-chair), Jonathan Bailly (treasurer), Hai Son (via phone).

Also Present: Marlena Afonso (Head of School), Ann Berman (Salem Teacher's Union president), Nick Dipardo (AFT-Massachusetts)

Call to order made at 6:12pm

November Minutes reviewed, but not approved (quorum missing). Will approve at next meeting (Jan 23).

Head of School report:

- Enrollment application has been posted online: 21 K applications and 5 for Grades 1-5 have been received thus far.
- Staffing: intent-to-return forms will be given to staff in January.
- STEP professional development completed recently

Academic update:

- STEP data summary presented (through Nov 2018):
 - All grades except 3 have 50% or more students advancing STEP levels.
- Achievement Network 2 Data:
 - In ELA (English Language Arts, grades 2-5), all grades but 3 well above MA network level.
 - In ELA Math (grades 3-5), all above MA network achievement level.

Committee Reports:

Communications Committee

- Board reviewed communications points drafted by consultant.
- Recommendations include making more active voice statements and providing back up data where available.
- Next meeting with communications consultant TBD.

Charter Renewal

- AD proposed inviting union to a meeting on Jan 23 to review what BACS intends to include in its renewal application.
- Would be useful to get union's input and feedback on the charter renewal.

Strategic Plan

- Reviewed strategic plan drafted in August 2018.
- Key items includes increased budget for 2019-2020 (two new hires) and family academic performance priorities.

Finance

- Reviewed current budget and cash balance.
- Budget is +\$29k over expected due to two items -- professional development (PD) and supplies – realizing lower than expected expenses. \$15k of PD invoices remain to be paid and \$12k of expected supply costs haven't been purchase. These are likely to hit in January.
- Budget forecast for FY 2019-2020:
 - Expected increase in expense from two new staff positions, head of curriculum and family liaison.

Governance

- Discussed need to recruit up to two new board members.
- Committee should begin identifying candidates

Motion to adjourn at 7:03 by AD and seconded by JB by voice vote.