

**The SABIS International Charter School
160 Joan Street
Springfield, MA 01129
Board of Trustees**

Minutes of SABIS Board of Trustees Meeting – July 20, 2016

In Attendance: Ellen McDonald, Sonja Shaw, Luis Aponte, Linda Condino, Joyce Williams-Gondek, Chris Jasinski, Freddy Lopez, Rich Griffin

Guests: Karen Reuter, Kim Hollenbeck, Steve Bissonnette

Not Present: Tracye Whitfield, Nick Massa, Barbara Lindquist, Maria Malmborg
Olivia Kynard, Anne Kandilis

I. Meeting called to order at 6:00 p.m.

II. **Approval of Minutes**

Joyce Williams-Gondek moved to approve the minutes of the following meetings, with minor typo correction to the May 18 minutes. Seconded by Sonja Shaw and approved, all in favor:

- 5/18/16 regular meeting
- 6/6/16 governance committee
- 6/6/16 education committee
- 6/16/16 education committee
- 7/13/16 finance committee

III. **Director's Report**

Karen Reuter reported.

- Student Life Camp trip to Greece reviewed.
- AQCs traveled to Minnesota for training.
- Attended Director's meeting in Lebanon.
- Program review will be visiting on December 12; occurs every five years as overview.
- Academic overview of past year will be discussed at length at next education subcommittee meeting. Discuss/summer school and retention rate and how can it change for next year?
- Numbers not in yet for standardized tests/PARCC, MCAS.
- Reviewed revised Uniform Policy and updated guidelines. **Luis Aponte moved to approve the uniform policy as presented. Seconded by Joyce Williams-Gondek and approved/all in favor.**
- National Honor Society planning a Montreal trip in April 2017 and working on fundraising. **Rich Griffin moved to approve the overnight trip. Seconded by Chris Jasinski and approved by voice vote, YES: Ellen McDonald, Sonja Shaw, Luis Aponte, Linda Condino, Joyce Williams-Gondek, Chris Jasinski, Freddy Lopez, Rich Griffin.**

- Request made for Board to support the staff back-to-school breakfast. **Rich Griffin moved to approve up to \$2500 for the back-to-school staff breakfast. Seconded by Ellen McDonald and approved by voice vote, YES: Ellen McDonald, Sonja Shaw, Luis Aponte, Linda Condino, Joyce Williams-Gondek, Chris Jasinski, Freddy Lopez, Rich Griffin.**

IV. Facilities Committee

Ellen McDonald reported.

- Recapped solar status. At the May 18, 2016 Board meeting, Board voted to proceed with solar program with Brightergy for the fixed price of 7.7 cents per Kwh. On May 23, Brightergy withdrew its proposal due to financial uncertainty in the SREC market and the approval process. Facilities Committee will meet in August to discuss how to proceed with the plan to make a recommendation to the Board at the September meeting.

V. Finance Committee

Steve Bissonnette reported.

- Deficit expected with current budget.
- Discussed the impact of the new classification of economically disadvantaged has had on the funding and updated Board as to what is being done to mitigate the impact of this classification.
- Request made for the addition of two days for professional development, projected additional cost would be approximately \$70K. Discussed impact on the current budget. **Linda Condino moved to not approve the cost of the additional two days. Seconded by Luis Aponte and approved by voice vote, YES: Ellen McDonald, Sonja Shaw, Luis Aponte, Linda Condino, Joyce Williams-Gondek, Chris Jasinski, Freddy Lopez, Rich Griffin.**

VI. Governance Committee

Governance committee interviewed Patrick White and is recommending him to a seat on the Board. **Rich Griffin moved to nominate Patrick White to the Board of Trustees for a three-year term. Seconded by Chris Jasinski and approved, all in favor.** Sonja Shaw will mentor Patrick White. Need to identify specific skill set/profession need for trustees going forward.

VII. Chair Report

- Four BOT members are not renewing at the end of their terms: Nick Massa, Anne Kandilis, Linda Condino, Christopher Jasinski.
- We have added five new trustees this year and need to begin utilizing their talents.
- Formal welcome Wilfredo Lopez – now a voting member of the Board.
- Long Range Committee combined with Executive Committee to provide stability (suggested by Chris Jasinski).
- Cap number of trustees on subcommittees to three in order to facilitate achieving a quorum.
 - Governance: Joyce Williams-Gondek Chair. (To work with Anne Kandilis, current chair on a transition plan). Committee members: Lou Aponte and Sonja Shaw.
 - Facilities: Richard Griffin Chair. Committee Members: Lou Aponte and Maria Malmborg.

- Community Relations: Sonja Shaw Chair. Committee Members: Trayce Whitfield and Ellen McDonald
- Education: Ellen McDonald, Chair. Committee Members: Barbara Lindquist and Joyce Williams-Gondek.
- Finance: Olivia Kynard, Chair. Committee Members: Ellen McDonald and Tracye Whitfield.
- Long Range/Strategic Plan: Maria Malmborg, Chair. Committee Members: Ellen McDonald, Olivia Kynard, Joyce Williams-Gondek, Sonja Shaw.

Sonja Shaw moved to adjourn the meeting. Seconded by Freddy Lopez and approved/all in favor. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Joyce Williams-Gondek, Chair
SABIS Board of Trustees

List of handouts

Minutes of previous meetings