



**BOARD OF TRUSTEES  
MEETING MINUTES  
March 25, 2009**

- Trustees Present:** F. George Jacome; Robert F. Collins; Teresa Nelson; Beverly Pavao; Brenda Reback; Peter A. Saulino, Esq.; Jonathan Taradash, (BOT Staff Intern), Matthew Burke, Jr.
- Trustees Absent:** Fernando Garcia (excused); Jeffrey T. Karam (excused); Dr. Charles Khoury (excused); James A. Wallace, Jr. (excused)
- Student Representative:** Alexa Caetano, 8<sup>th</sup> Grade Class President (excused)
- Support Staff Present:** Fernando M. Goulart, Executive Director; Thomas Paul, Director of Business; Henrique M.F. Madeira, Principal – Upper School; Dr. Diane Desrosiers, Student Services Director; Mathieu Pilotte, Family Learning Center Director
- Community Input:** Shelli Codega, LPN-Lower School nurse, expressed interest in having the children of Atlantis Charter School employees have the same status as siblings during the admission’s process. She realizes that it is a legislative issue and has contacted State Representative Michael Rodrigues, but has not received a response from him. She is looking for support from the Board of Trustees. She believes it would decrease employee turnover and increase employee attendance. She asked the Board of Trustees to consider drafting a letter to present to the MA Association of Charter Schools. Mr. Jacome stated that she made some valid points.
- Call to Order:** Mr. Jacome officially called the meeting to order at 7:14 p.m.
- Acceptance of Minutes:** Mr. Jacome presented the Minutes from the Board of Trustees Meeting of February 25, 2009, emailed in advance of this meeting to all Board Members. Discrepancies to be addressed: The minutes state that Teresa Nelson made the motion to accept the contract of Mr. Robert Beatty based on contingencies: 1) viewing CORI and 2) verification of degree/ranking. It was, in fact, James Wallace that made the request to have the transcript and ranking on file.
- A motion was made by Robert Collins to amend the minutes of the February 25, 2009 meeting, seconded by Teresa Nelson, and **APPROVED** unanimously. Robert Collins made the motion to accept the amended minutes of the February 25, 2009 meeting, seconded by Teresa Nelson, and **APPROVED** unanimously.
- Correspondence:** A letter of resignation from Gerald Audet was read by Mr. Jacome. A thank you note from Muriel Dion was read by Mr. Jacome.
- Staff Presentations:** None
- Student Representative Presentation:** None

**Financial  
Report:**

Robert Collins stated that the revenue forecast is essentially complete. Mr. Goulart is working on personnel issues. A draft of the budget will be ready for review by the next meeting.

**Committee  
Reports:**

**Development Committee:**

No report.

**Education Committee:**

Cheryl Belknap stated she is not a member of the Education Committee but had been asked by Mr. Goulart to attend the Education Committee Meeting on March 18, 2009 to review the Site Visit Report. They noted factual errors in the report, which were reported to Mr. Goulart. She stated that perhaps the board should consider amending the Charter that is on file with the DOE so that it reflects the student profiles to demonstrate growth and success rates. The NCEE and Stanford Testing do not present a realistic rate of success of our students. Mr. Goulart stated that the factual errors (dates, number of students and other issues) were submitted to the Charter School Office this morning.

\*\*At this point Mr. Jacome apologized for neglecting to introduce Attorney Matthew Burke, a new board member. Mr. Burke was introduced and welcomed.

**Facilities Committee:**

No report.

**Finance Committee:**

Robert Collins reported that the balance sheet and income statement were slightly under budget. Revenue forecast is essentially complete. Thomas Paul stated that the Financial Committee will be meeting April 9 and will report at the next Board Meeting. Mr. Goulart stated that they are preparing for the May salary negotiations.

**Nominating Committee:**

No report.

**Personnel Committee:**

The proposed Long-Term Unpaid Leave Policy (was provided in the packet) was discussed. It was reviewed along with the FMLA and Progressive Discipline Policy. Peter Saulino stated the Personnel Committee voted to accept the Unpaid Long-Term Leave of Absence Policy, which, per Mr. Goulart, is a standard language policy, new to Atlantis Charter School. A motion was made to accept the Unpaid Long-Term Leave of Absence Policy by Teresa Nelson, seconded by Peter Saulino and **APPROVED** unanimously.

**Old Business:**

The contingency documentation for the new Executive Director has not been received.

**New Business:**

A proposal to change the length of the school year, which was provided to each board member, was reviewed. Mr. Jacome explained that the BOT needed to approve the change because it changes the language of the contract. Professional Development itself is not board regulated. Mr. Goulart stated that the Charter mandates a letter be submitted for approval to amend the Charter. He stated that he had met with the Grade Team Leaders to present the proposed change. They in turn informed the teachers. Mr. Goulart received many e-mails from staff members (copies provided to board members) supporting the change. Staff member Michelle Carney presented a letter that had been signed by Upper School staff, who support the proposed change. Ms. Carney and Robert Rebello, the seventh grade team leader, spoke in support of the proposal. They felt that Professional Development quality would increase, and the teachers could use the time after school to provide after school clubs and activities for the students. Mr. Goulart added that there would be better focus on the subjects presented and it would be more cost effective by eliminating the 20 hours of P.D. after school, and adding three 6 hour days of

P.D. to the school calendar. Mr. Jacome stated that it would be nice to have the Education Committee follow up on the progress of the change, and provide an update to the board. He said it was an “exciting new development”. A motion was made by Brenda Reback to accept the proposal to change the length of the school year, seconded by Beverly Pavao, and **APPROVED** unanimously.

The 2009-2010 School Calendar, provided in the packet, was reviewed. The first day of school for staff will be August 17, 2009 and the first day for students will be August 24, 2009. The school year will end on June 18, 2010 for students and June 21, 2010 for staff. A motion was made by Peter Saulino to accept the proposed calendar, seconded by Brenda Reback, and **APPROVED** unanimously.

Details of the leadership role and responsibilities: July 1-July 31 will be presented at the next meeting.

Mr. Goulart invited and encouraged the board members to attend the graduation ceremony to be held at 5:00 PM on Saturday, June 13, 2009. He is seeking suggestions for a commencement speaker. There were no suggestions made by the board members.

**Adjournment:** At 8:00 PM, a motion was made by Teresa Nelson to adjourn, seconded by Brenda Reback and **APPROVED** unanimously.

**Next Meeting:** The next meeting of the Board of Trustees will be held on **Wednesday, April 29, 2009 at 7:00 P.M.** in the Cafeteria of the Upper School located at 37 Park Street.

Respectfully submitted,

Mr. James A. Wallace, Jr.  
Secretary