



**BOARD OF TRUSTEES
MEETING MINUTES
May 28, 2008**

- Trustees Present:** F. George Jacome; Gerald Audet; Robert Collins; Dr. Thomas J. Curry; Charles F. Fellows, IV; Dr. Ronald B. Goodspeed; Jeffrey T. Karam; Troy E. Mitchell; Teresa Nelson; Peter A. Saulino, Esq.; Robin Morin (BOT Staff Intern)
- Trustees Absent:** Fernando Garcia (excused); Brenda Reback (excused); James A. Wallace, Jr. (excused)
- Student Representative:** Jason Linhares, 8th Grade Class President (excused)
- Support Staff Present:** Fernando M. Goulart, Executive Director; Thomas Paul, Director of Business; Henrique M.F Madeira, Principal – Upper School; Kerry S. Kennedy, Principal – Lower School; Kristi Oliveira, Human Resources Manager
- Community Input:** None
- Call to Order:** Mr. Jacome officially called the meeting to order at 7:04 p.m.
- Acceptance of Minutes:** Mr. Jacome presented the Minutes from the Board of Trustees meeting of April 30, 2008, which was emailed in advance of this meeting to all Board members. A motion was made by Mr. Audet to dispense with the reading of the Minutes and to accept the Minutes as presented, seconded by Mr. Karam and **APPROVED** unanimously.
- Correspondence:** A memorandum from Jeffrey Nellhaus, Acting Commissioner of Education, approving the Technology Plan through June 30, 2009.
- Staff Presentations:** A presentation was made by Ms. Ficke, Grade 6 Social Studies & ELA teacher, and Mrs. Michelle Carney, Title I Teacher, regarding the South Korean Pen Pal Project that Ms. Ficke and Mrs. Carney organized. The students were very excited to do this project and it was a great way to integrate the ELA standards with the Social Studies Standards.
- Financial Report:** A motion was made by Mr. Collins to waive the reading of the Financial Report, seconded by Atty. Saulino and **APPROVED** unanimously. A copy of the Financial Report was emailed in advance of this meeting to all Board members and is on file in the Office of the Board of Trustees.
- Committee Reports:**
- Development Committee:**
Mr. Goulart reported that he had met with Ms. Nelson, Mr. Fellows, and Mr. Garcia the morning of the Board meeting to discuss the golf tournament. Mr. Goulart reported that a mailing would be sent out by the end of the week with registration and donation information, and volunteer opportunities for parents. The Development Committee will meet on Tuesday, June 3, 2008 at 4:00 PM in the first floor conference room of Atlantis Charter School to follow-up on the mailing.

Mr. Goulart reported that the Wine Tasting event was very successful. The Gross income totaled \$6,957.00. The projected net income is \$6,222.62. Mr. Goulart thanked Mr. Fellows for providing us with the venue free of charge as well as Mr. Pilotte and the Wine Tasting Committee. Mr. Goulart stated that the committee is already planning another event for September.

Education Committee:

No report.

Facilities Committee:

Dr. Curry stated that the Facilities Committee has met on several occasions to discuss the QROE, LC contract. The Facilities Committee is recommending to the Board approval of the contract with QROE, LC to help Atlantis Charter School move forward in building a new school.

A motion was made by Dr. Goodspeed to approve the QROE, LC contract, seconded by Atty. Saulino and **APPROVED** unanimously.

Finance Committee:

Mr. Collins reported that the Finance Committee has met on several occasions and has worked on several drafts of the budget. Mr. Collins stated that the team put a significant amount of effort into the budget and stated that the Finance Committee is recommending the approval of the budget.

A motion was made by Atty. Saulino to accept the budget as presented, seconded by Mr. Karam and **APPROVED** unanimously.

Nominating Committee:

Mr. Jacome stated that several Board members' term was about to expire within the coming months. Mr. Fellows, Chair of the Nominating Committee, term expires in June. Ms. Nelson has agreed to become the successor to Mr. Fellows. Mr. Goulart stated that the prospective Board members meet with him to tour the school, so that a better understanding of Board member responsibilities is achieved.

Personnel Committee:

Dr. Goodspeed reported that on behalf of the Personnel Committee, he is recommending that the Board increase employee benefits in the form of life insurance. The Personnel Committee met with a representative from MetLife and Feitelberg Insurance to get specifics on the program. Each employee will be eligible for \$25,000 of life insurance at not cost to the employee. The school will pay roughly \$6,100 per year to cover the cost of the premium. Each employee has the option of purchasing additional supplemental life insurance up to \$100,000 for a small fee. No exam is required. Rates are based on age group and not by medical underwriting. If an employee chooses to purchase supplemental life insurance, then they are eligible to also purchase life insurance for their spouse and children up to 50% of amount purchased for themselves.

A motion was made by Dr. Curry to increase the employee benefits in the form of life insurance as stated above, seconded by Ms. Nelson and **APPROVED** unanimously.

Mr. Goulart thanked Ms. Kristi Oliveira, Human Resources Manager for a wonderful job in coordinating this increase in benefits.

Old Business: A presentation was made to Mr. Medeiros for all of his leadership and commitment for his years of service on the Board.

Mr. Madeira and Mrs. Kennedy reported that MCAS administration was completed and that the boxes were packed and would be ready for pickup on Friday. They both feel that this was a very successful session of testing. A thank you went out to Mrs. Greene, Ms. Pacheco, and Ms. Perry for their hard work in ensuring distribution of materials.

New Business: Mr. Goulart informed all the Board members that the 8th grade graduation will take place on Saturday, June 14, 2008 at 5:00 PM at the Lower School. Mr. Goulart is hopeful that all Board members will be able to attend this one hour ceremony. It will be wonderful to see the stage filled with as many Board members as possible. Mr. Goulart asked that the Board members notify Vivian Carreiro of their plans on attending.

Mr. Goulart stated that with the help of Mr. Timothy Kenyon, 4th Grade Teacher, the end-of-year celebration at Francis Farms will once again be held on Friday, June 20, 2008. Mr. Goulart stated that each Board member had received a flyer with all of the information and if anyone is interested in attending, please call Vivian Carreiro.

Mr. Goulart presented the new contract that will be offered to faculty and staff. Mr. Goulart stated that three new sections were inserted, #11, 12, and 13. Also, a section for multi-year contracts was added to provide faculty and staff with a sense of security.

Mr. Goulart stated that he has met with Bill Hanson and Sharad Arora from Hooker & Holcombe, Inc. regarding GASB 45 Retiree Medical Liabilities. Mr. Goulart stated that he would leave this matter to Mr. Collins to meet with the Finance Committee to address this issue.

Mr. Rebello, Grade 6 Science Teacher, addressed the Board on the current enrollment policy whereas employee children have to go through the lottery procedure. Mr. Rebello stated that faculty and staff members should be given priority for their children to attend Atlantis. Mr. Rebello has spoken Michael Rodrigues, State Representative, to see if there was anything that could be done to change this. Mr. Goulart stated that the decision to not give faculty and staff members' preference was voted on a state level. Mr. Goulart stated that Mr. Rodrigues had contacted Mr. Goulart for more information. Mr. Goulart referred Representative Rodrigues to speak to Marc Kenen to draft a proposal for the change.

Mr. Goulart stated that we received a letter from Diane Rickey with concerns about the condition of the land that was purchased by Atlantis. Mr. Goulart reported that Mr. Mitchell has been working with Mr. Paswell, Maintenance, in cleaning up the area. Mr. Goulart stated that he is in the process of getting prices on jersey barriers as well as the cost for 2 x 2 blocks of cement. Mr. Goulart will report on further findings.

Adjournment: At 7:59 PM, a motion was made by Mr. Audet to adjourn, seconded by Mr. Karam, and **APPROVED** unanimously.

Next Meeting: The next meeting of the Board of Trustees will be held on **Wednesday, June 18, 2008 at 7:00 p.m.** in the Cafeteria of the Upper School located at 37 Park Street.

Respectfully submitted,

Dr. Thomas J. Curry
Secretary

