



**BOARD OF TRUSTEES
MEETING MINUTES
May 27, 2009**

- Trustees Present:** F. George Jacome; Matthew Burke, Jr., Esq.; Jeffrey T. Karam; Teresa Nelson; Beverly Pavao; Brenda Reback; Peter A. Saulino, Esq.; James A. Wallace, Jr.; Jonathan Taradash, (BOT Staff Intern)
- Trustees Absent:** Robert F. Collins (excused); Fernando Garcia (excused); Dr. Charles Khoury (excused)
- Student Representative:** Alexa Caetano, 8th Grade Class President (excused)
- Staff Present:** Fernando M. Goulart, Executive Director; Thomas Paul, Director of Business; Dr. Diane Desrosiers, Student Services Director; Henrique M.F. Madeira, Principal – Upper School; Kristi Oliveira, Human Resource Manager
- Community Input:** None
- Call to Order:** Mr. Jacome officially called the meeting to order at 7:10 p.m.
- Acceptance of Minutes:** Mr. Jacome presented the Minutes from the Board of Trustees Meeting of April 29, 2009, emailed in advance of this meeting to all Board Members.
- A motion was made by Atty. Saulino to accept the minutes as presented, seconded by Teresa Nelson, and **APPROVED** unanimously.
- Correspondence:** None
- Staff Presentations:** None
- Student Representative Presentation:** None
- Financial Report:** A motion was made by Atty. Saulino to waive the reading of the Financial Report, seconded by Teresa Nelson 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 to date no Board members has yet volunteered to chair the golf tournament. Mr. Goulart added the golf tournament committee would be meeting on Thursday, May 28, 2009 at 8:00 AM at Roger Saint-Pierre’s office and invited all Board members to attend. A “Save the Date” postcard will be mailed to approximately 500 vendors on May 28 as well as to all of the families at Atlantis Charter School and will be followed in approximately 10 days by the informational brochure and registration form.

Mr. Goulart noted that this year's wine tasting fundraising event had netted slightly over \$6,000, approximately \$1,500 above the amount raised last year.

Education Committee:

No report.

Facilities Committee:

Mr. Goulart reported that DRA had made its third and final presentation to parents and staff. DRA will complete the initial drawings and present Atlantis with a final bound copy.

Finance Committee:

No report.

Nominating Committee:

No report.

Personnel Committee:

Atty. Saulino reported that the Personnel Committee had met and worked with the school's attorney on revising and/or creating several policies for approval. These policies were all included in the Board Meeting Information Packet sent to all Board members in advance of tonight's meeting.

Atty. Saulino stated that the Personnel Committee is recommending the Family and Medical Leave Policy to the Board as presented.

A motion was made by Mr. Karam to approve the Family and Medical Leave Policy as presented, seconded by Mrs. Pavao and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the Maternity Leave Policy to the Board as presented.

A motion was made by Mr. Wallace to approve the Maternity Leave Policy as presented, seconded by Atty. Burke and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the Progressive Discipline Policy to the Board as presented.

A motion was made by Mr. Karam to approve the Progressive Discipline Policy as presented, seconded by Ms. Nelson and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the Student Records Policy to the Board as presented.

A motion was made by Mrs. Pavao to approve the Student Records Policy as presented, seconded by Mr. Wallace and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the Small Necessities Leave Policy to the Board as presented.

A motion was made by Ms. Nelson to approve the Small Necessities Leave Policy as presented, seconded by Mrs. Reback and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the Substitute Class Coverage Differential Reimbursement Policy to the Board as presented.

Ms. Nelson inquired as if Atlantis was comparable to Fall River when it came to substitute pay.

Mr. Goulart stated that Atlantis pays \$90 per day for substitute teachers compared to \$75 per day in Fall River. He also explained that Atlantis rarely hires substitute teachers. Rather, because our well trained paraprofessionals are elevated to teach classes when teachers are absent, we instead hire substitute paraprofessionals to cover for the paraprofessional elevated to teacher. Substitute paraprofessionals receive \$75 per day.

A motion was made by Mr. Wallace to approve the Substitute Class Coverage Differential Reimbursement Policy as presented, seconded by Ms. Nelson and **APPROVED** unanimously.

Atty. Saulino stated that the Personnel Committee is recommending the revised Bereavement Policy to the Board as presented.

A motion was made by Mrs. Pavao to approve the revised Bereavement Policy as presented, seconded by Mr. Wallace and **APPROVED** unanimously.

Mr. Goulart reported that, over the last few years, Atlantis has absorbed considerable increases in insurance premiums, particularly in the health insurance plan. Due to a proposed 12.3% increase in the health insurance premiums and with expected serious state budget cuts, Atlantis cannot afford continue to provide its employees with the same level of health insurance coverage. As such, Atlantis requested bids on comparable employee health insurance plans. Bids were received from our current provider, Blue Cross/Blue Shield, as well as Harvard Pilgrim, Tufts, Fallon, and United.

After nearly two months of negotiations, in-depth review of the various plans and options by the Executive Director and the Human Resources Manager with the guidance of our insurance broker, two presentations to all faculty and staff, and a presentation and discussion with the Personnel Committee, it is the recommendation of the Personnel Committee that the Board approve the following change to the health insurance plan currently offered to Atlantis employees:

That the employee health plan for FY10 provide exactly the same benefits as the current plan except for the following two changes:

1. That employee co-pay be increased from \$5 to \$15 per office visit.
2. That employee co-pay be increased from \$25 to \$50 per emergency room visit.

A second health plan option would be offered to employees providing even lower premiums and including a \$500/\$1,000 deductible.

In addition, that Harvard Pilgrim be awarded the contract to provide the selected health insurance plan to all Atlantis employees.

This recommendation is based on the following information:

1. Harvard Pilgrim had more favorable pricing for health insurance plans which match our current offering.
2. Harvard Pilgrim is also top-rated in Member Satisfaction and Quality of Care (for the past four years) by National Committee for Quality Assurance for Best Health Plans.
3. Harvard Pilgrim also has an impressive network of providers (28,000) and hospitals (135) when compared to Blue Cross/Blue Shield.

Discussion ensued regarding the Medicare supplement. Mr. Goulart reported that Atlantis is expecting the plan offered to the three current retirees will be similar to the plan offered to all school employees.

A motion was made by Atty. Burke to approve the health insurance changes as presented to the Board, seconded by Mr. Karam and **APPROVED**. Mr. Wallace, Mrs. Pavao, and

Mrs. Reback abstained from the vote.

Old Business: Mr. Goulart reported that the May MCAS administration was completed with no issues to report. Mr. Goulart added that, this year the preliminary ELA scores are expected to be received by the end of June while Math and Science will not be released until early fall.

Mr. Jacome discussed the transition plan for the new Executive Director. After much research, Mr. Jacome stated that there isn't normally a transitional period. Mr. Jacome felt that faculty and staff need to have an understanding of who they report to effective July 1, 2009. Mr. Jacome stated that Mr. Robert Beatty would be the Executive Director in charge with Mr. Goulart as a resource for Mr. Beatty. Mr. Goulart stated that he totally agrees with the decision.

A motion was made by Atty. Saulino to recognize Mr. Robert Beatty as school's Executive Director effective July 1, 2009 with Mr. Goulart as a resource for Mr. Beatty, seconded by Ms. Nelson and **APPROVED** unanimously.

Mr. Goulart invited all Board members to attend the 8th Grade Graduation Ceremony which will take place on Saturday, June 13, 2009 at 5:00 PM at the Lower School. Mr. Goulart stated that the commencement speaker will be Mr. Tom Davis, Director of the New Bedford Industrial Park. Mr. Jacome stated that Mr. Beatty will most likely be attending the graduation.

New Business: Mr. Goulart invited interested Board members to attend the various school events scheduled in June:

- ACS Family Cookout scheduled for Saturday, June 6, 2009 from 11:00 AM – 2:00 PM at the Lower School.
- 8th Grade Dinner Dance scheduled for Thursday, June 11, 2009 at 6:00 PM at Rachel's Lakeside
- ACS Student Field Day scheduled for Thursday, June 18, 2009 from 9:00 AM – 2:00 PM at Heritage State Park. Rain date is scheduled for Friday, June 19, 2009.

Mr. Goulart explained Board members still need to complete a performance evaluation of the Executive Director as well as a Board self-evaluation. Atty. Saulino will email the forms to all the Board members requesting they be completed and return to him in time to compile the report for the June Board meeting.

Mr. Goulart read a letter from Kimberly Silva, parent of current 4th grade student praising ToniAnne Kennefick for a fabulous job in teaching mathematics this year.

Adjournment: At 8:32 PM, a motion was made by Mr. Wallace to adjourn, seconded by Ms. Nelson and **APPROVED** unanimously.

Next Meeting: The next meeting of the Board of Trustees will be held on **Wednesday, June 17, 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