

Board of Trustees Annual Meeting  
Tuesday, November 24, 2015  
Our World Neighborhood Charter School  
Middle School  
31-20 37th Street, Astoria, NY 11106  
7:00 pm

**The Trustees present were:**

Jeanette Betancourt, President  
Melissa Chin, Vice President  
Maura Fitzgerald, Secretary  
Rich Bogle  
Olubunmi Emigli  
Sarah Espanol

**Also present were:**

Lisa Edmiston, Principal  
LaToiya Revell, Vice Principal  
Karrine Montaque, Business Manager  
Jamey Greco, Special Education Director  
Yvette Strachan, Executive Assistant  
Ellen Quish, Guest; Prospective Board Member

Jeanette Betancourt, President of OWNCS Board of Trustees, chaired the meeting.

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The meeting was opened and then the Board members called an Executive Session. A report on their business follows:

**Annual Review of Board Terms and Election of Trustees**

The Board conducted its annual review of board terms, which are as follows:

Expiring 2015  
Jeanette Betancourt  
Charles Guadagnolo  
Expiring 2016  
Melissa Chin  
Sarah Espanol  
Expiring 2017  
Rich Bogle  
Maura Fitzgerald  
Olubunmi Emigli

Upon motions duly made, seconded and carried, the Trustees:

**RESOLVED** to re-elect Jeanette Betancourt for a term ending in 2018; and

**RESOLVED** to re-elect Charles Guadagnolo for a term ending in 2018.

### **Annual Election of Officers**

As per OWN by-laws, officer positions are elected each year at the annual meeting.

Upon motions duly made, seconded and carried, the Trustees:

**RESOLVED** to elect Jeanette Betancourt as President;

**RESOLVED** to elect Melissa Chin as Vice President;

**RESOLVED** to elect Maura Fitzgerald as Secretary; and

**RESOLVED** to elect Charles Guadagnolo as Treasurer.

### **Annual Review of Committee Assignments**

The Trustees proceeded to review the Committee assignments and appointed Committee Chairs as follows:

#### **Education**

Melissa Chin, Chair

Jeanette Betancourt

Olubunmi Emigli

Sarah Espanol

#### **Finance & Administration**

Charles Guadagnolo, Chair

Maura Fitzgerald

#### **Audit**

Maura Fitzgerald, Chair

Charles Guadagnolo

#### **Development**

Jeanette Betancourt, Chair

Richard Bogle

Olubunmi Emigli

Sarah Espanol

#### **Facilities**

Richard Bogle, Chair

Melissa Chin

Charles Guadagnolo

#### **Executive**

Jeanette Betancourt, Chair

Melissa Chin

Maura Fitzgerald

Charles Guadagnolo

## ***Board Business***

### ***Jeanette Betancourt***

When the Open Meeting resumed, Ms. Betancourt introduced Ellen Quish, a parent of an OWN alumnus who has expressed interest in serving on the Board. She also confirmed the continued interest of Manu Bhagavan, and it was agreed that both candidates should be interviewed.

Ms. Betancourt also reported out on the very positive Strategic Planning meeting held in early October, which she described as decisive and productive. She also noted the need to schedule a follow-on meeting. It was agreed we would aim to schedule the meeting to support the replication application process.

## ***Finance & Administration Committee***

### ***Maura Fitzgerald and Karrine Montaque***

Ms. Fitzgerald reported on the Finance Committee meeting held in November which focused on a careful review of the health insurance quotes solicited by the business office. With input from the Committee the Administration has decided to enter into a new PEO (Professional Employer Organization) relationship with Extensis which will result in significant savings and provide support for benefits compliance. They are still reviewing options for employee cost sharing of premiums.

In light of the time spent reviewing benefits, the Committee did not review the 1<sup>st</sup> Quarter Financials, but Ms. Montaque reported that there were no substantial variations in actuals vs budgeted figures at the end of the first Quarter, except for the lower per pupil income due to lower enrollment which has been previously discussed.

Ms. Montaque noted progress made on the enrollment front: the Kindergarten is full, and we've admitted a few new first and second graders. The Board reiterated its interest in developing and refining our branding and messaging to set OWN apart from some of the other school options that have emerged in district 30 since the school originally opened. Mr. Crusante reminded the Board that there is a new marketing video in progress and said he expected to have a rough cut for review by the Development Committee by December. The Board also encouraged the Administration to consider strategies for a) over-enrollment to anticipate attrition; and b) developing more marketing pieces that highlight all the arts, science and sports activities we offer our students, and pushing those communications pieces out instead of waiting for people to visit our website. It was agreed that this is such an important topic that it requires a thorough analysis, and a special session at one of our upcoming meetings, therefore the Board interested parties to convene a half hour before our next regularly scheduled meeting.

## ***Development Committee***

### ***Jeanette Betancourt***

Ms. Betancourt reported that the Development office is finalizing a grant request for \$40K to support health and wellness programs. They also met with the Peter Carmen

Lucia Buck foundation and learned about their plans for realigning funding priorities that may dovetail with our replication plans. Mr. Crusante also attended a meeting regarding the 21<sup>st</sup> Century Learning Center grant, but there is still no word about whether it will be extended.

Members of the Board were encouraged to make their annual donation.

### ***Facilities Committee***

#### ***Rich Bogle***

Mr. Bogle shared a timeline developed with the Business Office and the Treasurer to jump start progress on the Lifetime building project that is fully integrated with planning for a replication of OWN, and defines key questions to be answered with the support of a consultant over the next several months.

### ***Education Committee***

#### ***Sarah Espanol***

Ms. Espanol reported on the Committee meeting which focused on an analysis of data from ELL testing to inform a cohesive action plan. They explored areas of weakness and how to adjust the curriculum, and structure coaching accordingly to help our students meet the standards.

In the meantime, former Elementary School teacher Leslie Rossello is revising the Social Studies and Science curricula to integrate inquiry-based learning to develop critical thinking skills. When the work is further along, they will report back.

### ***PTO***

#### ***Sarah Espanol***

Ms. Espanol, who is a former PTO co-chair and who still helps organize the annual auction reported that it was a tremendous success. It exceeded last year's income raising between \$13-14K. Several board members attended along with OWN staff. They had an excellent time and thanked all those who contributed to making the evening a success.

She noted that there was a clean-up at "Bear Park" near the Elementary School on Saturday and that many parents and kids were very helpful. The City is planning to update the park and will seek community input.

Ms. Edmiston reminded the Board that the school play, Guys & Dolls Junior will be held on December 10<sup>th</sup> and 11<sup>th</sup>.

Respectfully submitted by:  
Maura Fitzgerald, Secretary, OWNCS Board of Trustees