MJNUTES OF THE BOARD OF TRUSTEES OF
FUTURE LEADERS INSTITUTE CHARTER SCHOOL
OCTOBER 24, 2011
DRAFT DATED NOVEMBER 1, 2011, SUBJECT TO BOARD APPROVAL

Members present: Suzanne Thompson, Joan Wicks, Melody Rollins, Andy Hutcher, Jay Hatfield, Marc Sulam, Natalie Deak Jaros and Izzy Colon.

Also present: Katherine Brown (potential member of the Board of Trustees), Emily Forman, Rachel Rocker.

The Board meeting began at 5:00 p.m. at PIMCO and was called to order by Suzanne Thompson. Introductions took place.

1. *Katherine Brown was unanimously elected to the Board of Trusteesfor a two-year term to expire on October 23, 2013. Suzanne Thompson and Joan Wickswere unanimously reelected to the Board of Trusteesfor a two-year term beginning as of October 20, 2011. The resignation of Ray Joseph, Jr. was accepted. The Board noted the expiration of Jay Aday as of October 20, 2011. It was also noted that the term of Melody Rollins, Andy Butcher, Jay Hatfield, Marc Su/am, Natalie Deak Jaros and Izzy Colon continue through October 2012*

2. *The minutes of the September 22, 2011 Board Meeting were unanimously approved.*

3. There was a discussion of the status of the selection process for the position of Parent Representative to the Board of Trustees.

4. *Thefollowing officers were unanimously electedfor a term of one year and will also constitute the Executive Committee:*

Co-Chairpersons:	*Suzanne Thompson and Joan Wicks*
Vice-Chairperson:	*Melody Rollins*
Treasurer:	*Natalie Deak Jaros*
Secretary:	*Katherine Brown*

It was noted that Andrew Hutcher will remain Secretary until Ms. Brown's election to the Board of Trustees is finalized by the Department of Education.

5. *Melody Rollins, Natalie Deak Jaros and Marc Su/am were unanimously electedfor a term of one year to the Finance Committee.* The Co-Chairpersons appointed Ms. Jaros to be the Chairperson of the Finance Committee. Rachel Rocker is the staff liaison to the Finance Committee.

6. There was a discussion of the membership of the Working Groups. *A resolution accepting these Working Groups as constituted below was unanimously adopted by the Board*.

a. Educational Accountability Working Group: Jay Hatfield, as Chairperson, Andrew Butcher, Suzanne Thompson, Joan Wicks and Katherine Brown.

b. Human Resources / Legal Working Group: Andrew Butcher, as Chairperson, Joan Wicks, Melody Rollins, Suzanne Thompson and Barbara Barrett.

c. Development Working Group: Marc Sulam, as Chairperson, Jay Hatfield, Natalie Deak Jaros, Suzanne Thompson and Katherine Brown.

7. The Chairpersons initiated a discussion of the proposed consulting agreement with New York Charter School Incubator, led by Dirk Tillotson. The team would include Glenn Leibeck, Paul Le and others. Mr. Colon and Ms. Wicks each summarized their recent conversations with Mr. Tillotson. It was noted that Mr. Tillotson and other team members have some experience with FLI and that Mr. Tillotson had an overall positive reaction to the recent changes in the school while also pointing out several areas of concern. The terms of the proposed consulting agreement and the scope of the proposed work under the agreement were discussed. *After further discussion, the Board adopted a resolution approving entry into a consulting agreement with Mr. Tillotson in an amount not to exceed $6,000.* It was noted that at this time, Mr. Tillotson's team is to be engaged only to undertake the initial assessment proposed under the agreement. Any additional services beyond the initial assessment will need to be considered by the Board at a later date.

8. Ms. Rocker indicated that on or around October 21, 2011, the school was notified by the Department of Education that the Department of Education is disputing the school's calculation of its 2010-2011 full-time enrollment. Ms. Rocker indicated that the auditors are aware of the issue and summarized the arguments the school plans to assert upon appeal to the Department of Education. She also noted that the Department of Education's methodology for calculating full-time enrollment will be adopted on a going-forward basis, which will require an adjustment to the 2011-2012 budget. The group discussed the issue and the Board requested that it be informed as soon as possible of both the outcome of the appeal to the Department of Education and the effect of the issue on the audit.

9. Ms. Rocker discussed the audit and the timing for completing the audited financial statements, and reiterated the effect on the audit of the open issue regarding the methodology traditionally used to calculate the school's full-time enrollment for the year. Ms. Rocker also discussed a material weakness in internal control and certain control weaknesses identified by the auditors. She explained that through audit procedures, compensating controls and remediation efforts, the auditors are able to provide a clean audit opinion. *After further discussion, the Board adopted a resolution unanimously approving the audit.*

10. The 2011-2012 budget was discussed. Mr. Colon indicated that 350 students are enrolled as of October 24, 2011 and that the waitlist for the lower school has been exhausted. The group discussed the enrollment situation and its effect on the budget, as well as various actions that could be taken to increase enrollment and reduce

expenses. It was determined that the Finance Committee would continue to work with school officials on the budget and would report to the Board promptly.

11. Mr. Colon provided the Principal's Report. He summarized his discussions with individuals from the Robin Hood Foundation regarding the organization's decision not to provide funding to the school. Mr. Colon also provided an overview of the PowerSchool implementation, the Dashboard created by Deloitte, a teacher training program that will take place on Election Day, the upcoming launch of the school's new website and the forthcoming parent newsletter. It was agreed that the Board members will be added to the parent newsletter distribution list. A discussion of these topics occurred as well as the improvements in student behavior compared to last year although discipline remained a priority.

12. Emily Forman provided an update on the parent involvement committee. She indicated that there is a lot of interest by the parent involvement committee in fundraising endeavors. Marc Sulam indicated that he would like to attend the next parent involvement committee meeting to discuss fundraising efforts.

13. Ms. Forman provided an update on the enrichment program. She and Mr. Colon also noted that the recently concluded Spirit Week was a success.

14. Mr. Colon noted that the ELA and the Math assessments have been completed and that, as expected, there was no change from the results of the assessments that were undertaken in May.

The meeting was adjourned at 7:15 p.m.

The next Board meeting is expected to occur on Thursday, November 17, 2011 at 5:30 p.m. at PIMCO.

Respectfully submitted,

Andrew Hutcher, Secretary