

Banneker Charter Public School Board Meeting Minutes for

April 11, 2024 6:00 p.m. – 8:00 p.m.

Remote Meeting at

<https://us02web.zoom.us/j/87848174617?pwd=d1cwOnVXK0sxT3A5ZmdOMWVlU0NjOT09>

Meeting called to order at 6:07 PM

1. Welcome and Introductions -

Present: Lin Tucker (Chair), Jenefer Gooding, Sherely Bretous (ED), Josiane Julmeus, Alexis Harding, Jill Minot- Seabrook and Carolyn Daley

Absent: Rebecca Babbit Chafe and Tony Clark

Visitors:, Heather Martin Steenburgh, Peter Costanza (Business office)

Public Comment: None

2. Finance Committee:

- Reviewed monthly financials and checks - nothing unusual
 - Need to edit one of the slides (percentage of collected)
 - We are at 8.1 million year to date for spending and we budgeted 11 million
 - See slides for additional details
 - Checks over \$7500 - survey of site and lawyer fees related to Matignon
- Reviewed FY 2025 budget - FY 24 was a zero sum budget. FY 25 budget is based on actual projected revenues and costs, using estimated % increases and additional needs/costs around new building and transition. Note total FY 2024 budget forecasted revenue 1.2 million greater than projections
 - Revenue projections - increased State tuition & nutrition reimbursements, less from grants as we spend down Covid funds; less from other revenue sources as money earning interest will go to paying down debt.Reviewed cost projections:
 - Staff cost estimate includes bonuses and filling vacant positions (like in the finance office) -.
 - Health and Fringe benefits based on projected % industry increases
 - Increased PD, after large decrease during pandemic
 - Increase in technology and instructional programs for FY 2025, new school and new tech plan
 - Transportation and nutrition costs increased because of rising prices of gas and food
 - Interest on construction loan as well as rent - +1.32 million more than FY 24
 - Snow removal, landscaping maintenance - less this year than budgeted; increased for FY 2025 because of two sites
 - Utilities: increased to cover 2 buildings plus expected rise in prices
 - Increased depreciation costs for next year by 1.2 million (associated with capital expenditures for new school building - decreased depreciation costs this year as we haven't spent on capital projects)
 - Increase contracted services, again because of two schools
 - Other costs % increases based on expected hikes
 - Increased Administration costs to cover unexpected costs

- Opened up for questions and comments
 - FY 24 Budget was a zero balance budget which meant money needed to go to line items to balance it. Resulted in some FY 24 budget items not lining up well with actual costs. Examples: all but Student Activities in the Total Instructional Costs
 - Peter confirmed that much of the 3 million surplus we usually have will move to payments on loans, building equity rather than paying rent. With this budget we still show a surplus.
 - Peter and Sherley noted that the banks are very happy with the Banneker financials and budget plans.
- Will vote on the budget at the May meeting. Send Peter any questions you have as you review the budget before the vote in May.

3. **Executive Director Report**

School Updates

- MCAS- wrapped up ELA today
 - o May will be Math and Science
- Black Excellence
 - o Banneker Beats video will be coming soon
 - o The show was amazing!
- 2nd grade Animal Projects
 - o 2nd Grade experience (Trifold, research writing, art diorama etc)
 - o Great community experience
- Matignon Acquisition. Building Update
 - o We are asking for an extension since the archdiocese has not completed their subdivision and has not received Vatican approval.
 - o The holdup is just waiting for the archdiocese, no financial penalty for the Banneker
 - o April 26th will be pushed back until mid or late May
 - o DESE needs us to write an amendment to add Somerville to our charter and to move the schools location.
 - o Quick review of what this amendment means (hoping to be approved by DESE in May)

Josiane asked why we needed to submit a charter amendment request now. We need to do this to secure financing. Lender doesn't want the open possibility that DESE could reject the request.

4. **Board Business**

- Charter Amendment Request
 - Lin shared the finding by DESE that the Banneker needed to amend its charter to change its location and become a regional school that includes Somerville and Cambridge. (Slide 12). Sheryl, the School's lawyer, prepared a charter amendment request that the Board approved in totality. (Slides 13 and 14).

Motion to approve the Charter amendment Request as read in totality (to add Somerville to our Charter and to move the physical location) made by Carolyn Daley, Seconded by Josiane Julmeus

ROLL CALL VOTE: all present voted *to approve the Motion* to approve the Amendment request to add Somerville to our Charter and to move the physical location. Motion passed

Motion to a bonus for the Executive Director Sherley Bretous of \$3,000, Motion made by Josiane Julmeus and seconded by Jill Minot- Seabrook

- Lin proposed an amendment to increase the bonus to \$5K. Sherley has gone above and beyond with extra work around the Matignon acquisition.
- Jenepher asked if the increase would take the total to more than we approved for staff bonuses. the answer was no.

Motion amended to approve bonus for the Executive Director Sherley Bretous of \$5,000.

ROLL CALL VOTE: all present voted *to approve the Motion* to approve the bonus of \$5000 for Sherley Bretous. Motion passed.

- Before May Board Meeting
 - Need to complete the Board Self-Evaluation
 - Evaluation on the Executive Director
- May 16 Board Meeting, our “Annual Meeting”
 - Invite Bill McLaurin, one of the founders to speak remotely
 - Vote FY 25 Budget
 - Elect Trustees to new terms (everyone except Rebecca and Carolyn)
 - Elect Officers
 - Look at how we did towards meeting our goals
 - Share self evaluation data
 - Set new goals (required by DESE)
 - Set Board meeting dates for next year
- Meeting location?
 - Suggestion to have a May 16th or Sept in person meeting or both?
 - Informal tally- remote meeting in May and in person meeting September 19th

5. Meeting Wrap-up

Motion to approve the March 7, 2024 minutes made by Jenepher Gooding, seconded by Carolyn Daley

ROLL CALL VOTE Carolyn Daley: abstained. All others present voted *to approve the March 7, 2024 minutes. Motion passed.*

- **Motion** to adjourn the meeting made by: Carolyn Daley, seconded by Josiane Julmeus

ROLL CALL VOTE: All present voted *to adjourn the meeting. Motion passed.*

Meeting adjourned at 7:22 pm.