



FirstLine Schools Board Meeting Minutes
August 23, 2011
4:00 – 6:00 pm

In Attendance: Dana Peterson, Stephen Rosenthal, Lawrence Kullman, Alison Hartman, Brian Egana and Gregory St. Etienne

Staff in Attendance: Jay Altman, Brett Hunt, Adrian Morgan, Rebekah Cain and Alisha Johnson

Public in Attendance: Jessica Williams

Absent: Catherine Pierson, Charleen Blache and Darleene Peters

Dana Peterson called the meeting to order at 4:20pm.

- 2) Approval of Minutes from June 21, 2011 Board of Directors Meeting
 - a) Stephen Rosenthal moved to approve the minutes. Gregory St. Etienne seconded. The motion passed unanimously.

- 3) Stephen Rosenthal presented the Finance Committee Report
 - a) Technical problem with reimbursement from Free Lunch Program for Dibert and LHA from first quarter of 2010-11 still outstanding but close to resolution. Finance department will continue to provide updates on this.
 - b) Variances since budgets were passed:
 - i. Adjusted for the proper insurance costs, now that those are known
 - ii. Largest variance is due to increased food service costs
 - iii. Additional audit expense due to increased complexity of the organization
 - c) Greg St. Etienne moved to accept the presented Finance Committee minutes. Brian Egana seconded. The motion passed unanimously.
 - d) Greg St. Etienne moved to accept the minutes from the June 20 and June 30 Finance Committee meetings. Lawrence Kullman seconded. The motion passed unanimously.

- 4) Larry Kullman presented the Governance Committee Report
 - a) Larry led discussion of corporate structure of FirstLine and the schools.
 - b) Reviewed Board Meeting Agenda Calendar
 - c) Dana suggested a new board member. Larry will take the name to the nominating committee.

- 5) Brian Egana presented the Facilities Committee Report
 - a) Committee met in July and August
 - b) Update on Monroe Street property
 - i. Working with FEMA to demolish the property
 - c) Brian commended FirstLine and specifically Clark staff for the hard work that was done to get the Clark Prep facility prepared for the first day of school.
 - d) Jay gave an update on the Facilities Master Plan. OPSB and RSD are scheduled to announce final plan sometime in October.

- 6) Jay Altman and Rebekah Cain presented the Development Committee Report including a summary of fundraising for FY 2011 and goals for FY 2012.

- 7) Other business
 - a) School Development Update was presented by Jay Altman
 - i. Enrollment update for all five schools
 - ii. CEO report on summer and upcoming school year including LEAP passing rates.

- 8) Pupil Progression Plan discussion moved to the September meeting to allow all board members time to read the plan.

- 9) Greg St. Etienne moved to have the board go into Executive Session at 5:50pm. Brian Egana seconded. The motion passed unanimously.

Alison Hartman moved to adjourn the meeting at 6:05pm. Larry Kullman seconded. The motion passed unanimously.