



Board of Trustees
November Minutes
November 18, 2013

Dr. Lillian Hamer, REACS Chairperson called the meeting to order and welcomed everyone to the meeting of the Board of Trustees at 6:40 PM on November 18, 2013.

Chairperson Hamer requested verification from the members present of "The Notice of Meeting" sent to each of the members of the board via email. Each member noted the proper notification was received.

Pursuant to the NY State Public Meetings Law the public notice of meeting was provided in the following manner thus meeting the law's requirement of media and public notice:

Public Posting at REACS Office
REACS Website
Newspaper Notice

Chairperson Hamer appointed Marcia Anglin Secretary Pro-tem due to absence of Sylvia Fairclough-Leslie.

Chairperson Hamer called upon Marcia Anglin, Secretary Pro-tem to call the roll of the board.

Members present: Dr. Lillian Hamer, Chene Williams, Marcia Anglin, Dr. Calvin Rice [Ex-officio], Lorraine Stephens, Damian Benons, Ron Wilson

Members absent: Sylvia Fairclough-Leslie and Alicia Doctor

Also present were: Dr. Lena Richardson, Principal, Tawana Muniz, Business and Operations Manager, Mike Estep, Consultant. They were given the rights of the floor to speak during the meeting by common consent.

1. Chairperson Hamer offered opportunity for any questions from the public. The Chairperson, Dr. Rice and Principal Richardson responded to several questions and comments.
2. Chairperson Hamer called for the approval of the agenda for the meeting. The agenda was approved by common consent.
3. The minutes of the September 16, 2013 Board meeting were reviewed and approved by common consent.



4. The minutes of the October 21, 2013 Board meeting were reviewed and approved by common consent.
5. Chairperson Hamer called on Dr. Calvin Rice, CEO to present his report. Dr. Rice updated the Board on the facility developments in particular the approval vote of the landlord to move forward on the use of the parking lot across the street from the school as the proposed building site and the fundraising plans. The report was received with appreciation.
6. CEO Rice called upon Tawana Muniz to present the July 1 – November 15, 2013 Financial Report. The report was received and reviewed with appreciation. See attachment #1.
7. CEO Rice called upon Dr. Lena Richardson, Principal for her report. Dr. Richardson for her report. Dr. Richardson focused much of her report on the “Mock Test” efforts [Mathematics – Week of November 12 and English Language – Week of November 18]. Dr. Richardson also shared information concerning he Baseline Running Record that was completed in September 2013. Dr. Richardson’s report was received with appreciation.
8. CEO Rice noted that Alicia Doctor, Parent Trustee could not attend the meeting due to a death in her family.
9. Chairperson Hamer called for the Academic Accountability Committee Report. Committee Chair Chene Williams led the Board through the committee’s report. The report was received by common consent.
10. Chairperson Hamer called upon REACS Treasurer and Finance Committee Chair for the report of the Finance Committee. The report focused upon the employee review process. The report was received by common consent.
11. Chairperson Hamer called for the Fundraising Committee Report. Dr. Calvin Rice, CEO and Chair of the Committee reported on the progress on the planning of a Gala event to be held in the spring of 2014 with a theme of “Yes We Can!”. The committee is working on location, sponsorships, keynote speaker/s, silent auction and program development. The report was received by common consent.
12. CEO Dr. Calvin Rice led the Board Development session on “The Role of Board of Trustees Committees”.



13. The meeting adjourned by common consent at 7:50 p.m.

Respectively submitted by:

Chene Williams
Secretary Pro-tem



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Attachment #1
Summary Financial Report
July 1 – November 15, 2013

Rochdale Early Advantage Charter School
Budget vs. Actuals: - FY14 P&L
 July1 2013 - Nov 15, 2013

| | Total | | |
|--------------------------------------|------------------------|------------------------|--------------------------------------------------------|
| | Actuals | Budget | Remaining |
| Income | | | |
| 4100 State Grants | 1,105,810.29 | 2,698,611.00 | 1,592,800.71 |
| 4200 Federal Grants | 0.00 | 58,500.00 | 58,500.00 |
| 4300 Contributions | 50,580.00 | 20,500.00 | -30,080.00 <i>\$50K on books</i> |
| 4400 Fundraising | 0.00 | 15,000.00 | 15,000.00 |
| 4500 Other Revenue | 17.01 | 4,550.00 | 4,532.99 |
| Total Income | \$ 1,156,407.30 | \$ 2,797,161.00 | \$ 1,640,753.70 |
| Gross Profit | \$ 1,156,407.30 | \$ 2,797,161.00 | \$ 1,640,753.70 |
| Expenses | | | |
| 5000 Personnel Expenses | 362,261.55 | 1,394,423.00 | 1,032,161.45 |
| 5400 Payroll Taxes and Benefits | 72,729.56 | 404,810.00 | 332,080.44 |
| 6100 Administrative Expenses | 34,979.72 | 64,400.00 | 29,420.28 |
| 6200 Professional Services | 37,585.93 | 151,800.00 | 114,214.07 <i>(1) sub for 2nd Gr & Career/Tech</i> |
| 6300 Professional Development | 11,029.66 | 30,000.00 | 18,970.34 |
| 6400 Marketing-Recruitment | 316.00 | 10,000.00 | 9,684.00 |
| 6500 Fundraising Expenses | 2,500.02 | 12,500.00 | 9,999.98 |
| 7100 Curriculum & Classroom Expenses | 101,762.58 | 141,900.00 | 40,137.42 |
| 8100 Facilities | 104,546.79 | 276,000.00 | 171,453.21 |
| 8200 Technology Expense | 8,168.95 | 22,800.00 | 14,631.05 |
| 8800 Misc.Expense | | | |
| Total Expenses | \$ 735,884.76 | \$ 2,508,633.00 | \$ 1,772,748.24 |
| Net Operating Income | \$ 420,522.54 | \$ 288,528.00 | -\$ 131,994.54 |
| Net Income | \$ 420,522.54 | \$ 288,528.00 | -\$ 131,994.54 |

| CAPITAL REPORT | | | |
|-----------------------|---------------------|---------------------|------------------|
| Computers | \$ 12,000.00 | \$ 3,646.95 | \$ 8,353.05 |
| Office Equipment | \$ 3,000.00 | \$ - | \$ 3,000.00 |
| New Facility | \$ 5,000.00 | \$ - | \$ 5,000.00 |
| Building Repairs/LHI | \$ 25,000.00 | \$ 20,150.00 | \$ 4,850.00 |
| Pupil Furniture | \$ 15,000.00 | \$ 13,177.92 | \$ 1,822.08 |
| Total | \$ 60,000.00 | \$ 36,974.87 | 23,025.13 |