

**Learning First Charter Public School  
Board of Trustees Meeting Minutes  
Monday October 21, 2024 REMOTE  
Committee Meetings: 5:00-6:00  
Board Meeting 6:00PM to 8:00PM**

*The mission of Learning First Charter Public school is to prepare a diverse cross-section of Worcester children for success as students, workers and citizens by providing them with a high quality education at prevailing public school costs.*

- **Welcome**

Meeting called to order at 6:01PM

**In Board Attendance:** D. Fogarty, S. Thydon, S. Prashad, C. Saari, J. Latino, J. Vernon, B. Allen, P. Hoey

**Absent:** E. Charles

**In attendance School staff:** L. Flanagan, E. Sardi, N. Morgan

**Guests:** Marlena Eastley, observation. Kevin Petrosino and Kelly Shaw, Audit

- **Minutes**

- a. Minutes of the September 16, 2024 presented for approval

Motion to approve the minutes of the September 16, 2024 meeting made by J. Vernon; 2nd P. Hoey. Roll call vote. Aye: D. Fogarty, C. Saari, S. Prashad, S. Thydon, J. Latino, J. Vernon, B. Allen, P. Hoey.

Nay: None **Motion Approved**

- **Public Comments - None**

- **Presentations**

- a. Superintendent Update – Leo Flanagan
  - Discussed the success of the FY24 audit
  - New website launch
  - Open house event with families
  - Cultural grant for music
  - The enrollment success for the school continues
  - MCAS still being reviewed – Literacy may need more work
- b. Audit presentation by Kevin Petrosino and Kelly Shaw
  - Discussed the parameters of the FY24 Audit
  - Included the school and the Foundation
  - Audited for Government and Grants
  - Audit for Federal grants – UGG Audit
  - Completed the tax filing for the foundation

- 6 Lines of business were audited, and all have clear and unmodified opinions. Additionally, these no problems discovered with fraud or legal issues

Motion to approve the FY24 Annual Audit of Learning First Charter Public School and the Learning First Foundation was made by P. Hoey; 2nd J. Vernon. Roll call vote. Aye: D. Fogerty, C. Saari, S. Prashad, S. Thydon, J. Latino, J. Vernon, B. Allen, P. Hoey. Nay: None **Motion Approved**

- **Board Reports**

- **Finance Committee** – Chair Shantie Prashad (staff Nancy Morgan) – The Finance Committee works with board members, the Superintendent and Business Manager to create the upcoming fiscal year budget, present budget recommendations to the Board, monitor implementation of the approved budget, propose budget revisions, and make policy recommendations for the management of the charter school’s assets.
  - Minutes: September 16, 2024
  - Next meeting November 18, 2024

**VOTE:**

Discussion to change a prior vote regarding the annual management fee paid by the school to the foundation for the work completed by the Comptroller. A new vote was put forth to amend the payment method to annually 10% of Salary and Benefits of the Comptroller. A flat fee method will avoid numerical errors.

Motion to approve the amending of the management agreement between Learning First Charter Public School and the Learning First Foundation of a 10% flat fee of the Comptroller’s wages and benefits to be paid annually was made by J. Vernon; 2nd P. Hoey. Roll call vote. Aye: D. Fogerty, C. Saari, S. Prashad, S. Thydon, J. Latino, J. Vernon, B. Allen, P. Hoey. Nay: None **Motion Approved**

- **Governance Committee** – Chair Justin Vernon (staff Kim Wright) – The Governance Committee works with other board members on matters pertaining to Board of Trustees recruitment, nominations, orientation, training, and evaluation. It also has a marketing arm focused on raising visibility of the school throughout the community and raising non-grant funds to support the school’s mission.
  - Agenda Governance Committee Provided
  - Minutes June 17, 2024
  - Next meeting November 18, 2024

There was no scheduled meeting this month. J. Vernon did update the BOT that they are working on finishing up Leo Flanagan's Annual Evaluation. Also discussed that Marlana was joining the meeting to observe and decided if she would like to join the BOTs in the future.

- *Academic Excellence Committee* – Chair Ewald Charles (staff Brianne Padden and Tina DeVito) – The Academic Excellence Committee works with the board members and the school Superintendent to define academic excellence ensure that all board members know the charter promises that were made to the community and the MA Dept of Elementary and Secondary Education, and devise clear and consistent measures to monitor the school's goals. It also has a family engagement subcommittee focused on engaging families in the life of the school.
  - AE Committee Agenda provided
  - Minutes of August 19, 2024
  - Next Meeting November 18, 2024

**Presented by S. Thydon**

- Discussed the attendance policy of the school. There is new policies and procedures being developed which include writing and attendance action plan for the student. DESE states that the school has a good attendance rate with a 15% absenteeism rate. The city of Worcester is up at 28%.
- Discussed how behavioral issues are being addressed at the school.
- Discussed Math Star analysis and ELA analysis
- Discussed the book fair October 21-25
- Discussed Professional Development Day for the Teachers on November 12

Vote to adjourn the Board of Trustees meeting at 7:01PM.

Motion to approve adjourning the meeting made by P. Hoey; 2nd S. Thydon. Roll call vote. Aye: D. Fogerty, C. Saari, S. Prashad, S. Thydon, J. Latino, J. Vernon, M. Duah, B. Allen, P. Hoey.

Nay: None **Motion Approved**