

**MINUTES**  
**BOARD MEETING**  
**of**  
**WINDHAM CHARTER SCHOOL CORP. (WCSC)**

Tuesday, October 18, 2016, 1:30-3:00PM  
832-842 Main Street, Willimantic, CT 06226

**CALL IN NUMBER: 866-906-9888**  
**USER ID: 1927918 followed by the # sign**

**1. Call to Order and Roll Call**

*Meeting called to order at 1:42. Board members present: PC, DL, FT, KW, MP, JCl; non-Board members present: BR, BL, MR, RG*

**2. Approval of Minutes**

- Regular Meeting - Tuesday, September 20, 2016  
*KW motion, MP second; discussion around KW name spelt incorrectly (change made); approved unanimously*

**3. Action Item(s)**

- Accept audit report for FY 2016 by Shane, Navratil, and Co.  
*Mike Rubin and Robin Goven presented to Board, reviewed documents and explained each; Board reviewed audit and management letter, discussed contents of each; approval of 990 needs to be added to next Board meeting agenda; TL motioned, KW seconded; approved unanimously*
- Approve Principal Goals 2016-2017  
*BL presented SEED aligned goals to Board; BL to fix date on one goal; TL motioned, MP seconded; approved unanimously*
- TL motioned to add action item, KW seconded; approved unanimously
- Approve revised budget  
*BR reviewed new budget based upon enrollment; TL motioned, KW seconded; approved unanimously*

**4. Discussion Items**

- Financials- *BR reviewed with Board*
- Enrollment Report- *BL reviewed enrollment numbers, discussed financial impact of enrollment, explained actions taken thus far to mitigate expenses to ensure meeting budget restraints*
- School Updates- *BL reviewed incentive trips, student activities, upcoming trip, restorative justice practices*
- Satellite MOU-*BR/BL presented to Board the draft MOU for discussion*
- Board training reminder-*BL reminded Board of upcoming training on 10/25*
- Accountability MOU-*BR explained work around matrices for accountability, asked for Board volunteers to review and work with him to create measures; TL, KW, MP offered to help review; BR to email documents out*

**5. Executive Session**

*TL motioned, MP seconded; entered at 3:08PM, exited at 3:16PM*

**6. Adjourn (Expected by 3:00)**

*TL motioned to adjourn at 3:16, MP seconded; approved unanimously*