

MINUTES OF A MEETING OF
THE BOARD OF TRUSTEES OF THE
AMANI PUBLIC CHARTER SCHOOL

May 11, 2020

A meeting of the Board of Trustees (the “**Board**”) of the Amani Public Charter School (the “**School**”), was held via videoconference (in light of the New York State PAUSE in response to the coronavirus (COVID-19) pandemic) on May 11, 2020, beginning at approximately 6:30 pm. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Sidney Burke, Stephanie Edwards, Gene Johnson, Tamara Houston, Jim Killoran, and Patrick Smith.

Also present at the meeting were the following School employees: Debra Stern, Phil Salmon, and Jamel Scott.

Mr. Burke presided as Chair of the meeting and recorded the minutes as secretary for the meeting.

Attached as Exhibit A are the materials provided to the Board at or prior to the meeting.

After noting that a quorum was present, the Chair called the meeting to order.

1. Public Comment. The Chair opened the floor for public comment. No one from the public chose to speak.

2. Mission Moment. Mrs. Stern described to the Board efforts to maintain the School’s culture even in a remote learning environment, including with respect to student engagement and parent engagement.

3. Remote Learning. Mrs. Stern and Mr. Scott updated the Board regarding the School’s remote learning operations to date and plans for the future. They discussed the three stages of remote learning operations thus far:

- *Phase I*: ensuring sufficient technological capacity at home; focus on ELA, math, and social studies; and reliance on iReady.
- *Phase II*: pre-recorded lessons, more math and ELA assignments.
- *Phase III*: start live lessons for math, ELA, social studies, and science. Specials will continue to be pre-recorded.

They discussed student attendance and the extent of the School’s follow-up efforts to improve attendance. They also discussed the initial planning that the School has undertaken regarding a return to brick and mortar teaching, and different scenarios being considered.

4. Approval of PPP Application, Consideration of EIDL Application. Mr. Salmon noted that the School had been approved for a PPP loan (expected to be converted to a grant) in the amount of approximately \$900,000. Following discussion, upon motion duly made and seconded, the Board unanimously approved and ratified the School's PPP loan application.

The Board also discussed with Mr. Salmon the possibility of applying for an EIDL loan, which would provide a federal loan at a favorable interest rate. Mr. Salmon agreed to look into this further and provide a presentation to the Finance Committee at its next meeting, for further consideration.

5. Financial Update. Mr. Salmon provided an update to the Board regarding the School's financial performance to date versus the School's budget. He also discussed with the Board the proposed budget for the 2020-21 School year, including a number of factors and assumptions that influenced the proposed budget, including:

- the expectation that the School will suffer reduced revenue in the upcoming School year, both as a result of (a) a reduced per pupil allocation and (b) an assumption of reduced enrollment relative to the current year's, based on the School's actual enrollment during the course of the current year as compared to the current year's budget;
- the anticipated impact of increases in health insurance costs; and
- anticipated to reduce expenditures, both through (a) reductions in headcount as a result of attrition and (b) an across-the-board 10% reduction in other expenditures.

6. Scholar Recruitment / Lottery. Mr. Salmon provided an update regarding scholar recruiting. He noted that, despite the impact of COVID-19, the School would be holding a lottery. This is the first year that the lottery will include weighting in favor of SPED/ELL students (but only after Mount Vernon residents, since students from the district of location have priority). He discussed with the Board the procedures to be used for an online lottery, and the preparations that have been made.

7. SED Visit. Mrs. Stern noted that NY State Education Department would be making a mid-term visit (online) during the week of May 18, and the expectation that NY SED may desire to have a discussion with the Board (although no request has been made and no such discussion has been scheduled).

8. COVID-19. Mrs. Stern noted that the School community has been impacted by the COVID-19 virus, not only in its operations but through the loss of one of its custodians, Jerry Lester. She and Mr. Salmon also noted the School's responses to support Mr. Lester's family, and members of the Board suggested additional efforts that might be undertaken to do so.

9. Approval of Prior Minutes. The minutes of the Board meeting held on April 13, 2020, were reviewed and unanimously approved.

10. Items for Future Meetings.

- ED self-evaluation / SMART goals for ED priority plan.
- Updated officers and Executive Committee membership.
- Board self-evaluation planning [Board retreat].

11. Adjournment. There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

Sidney Burke
Secretary for the Meeting

APPROVED:

Gene Johnson
Secretary

EXHIBIT A

[Board materials attached]