

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

August 13, 2018

A meeting of the Board of Trustees (the “**Board**”) of the Amani Public Charter School (the “**School**”), was held at the School’s facility at 60 South Third Avenue, Mount Vernon, NY on August 13, 2018, beginning at approximately 7:00 pm. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Sidney Burke, Edward Green, Robert Jones, and Jim Killoran. Laura Francis was not present.

Also present at the meeting were the following School employees: Debra Stern, Sandra Bynum, Phil Salmon, Jamell Scott, and Bruce Tanner.

Also present at the meeting was Derrick Dunlap, a prospective Board member.

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. School Update. The School staff updated the Board regarding various matters within their respective areas of responsibility. Mrs. Stern noted to the Board that seven teachers had resigned and that five teachers had been hired to replace them (with two PE teachers remaining to be hired). She also noted that teachers had started their summer professional development program today. Mrs. Bynum discussed the planning for the professional development program and the anticipated data analysis going forward (starting with the next Board meeting). Mr. Tanner provided an update regarding maintenance and repairs to the School’s facility during the summer, including the installation of a new security camera system, and noted that the School had ordered additional stacks for the library because the current stacks were getting close to capacity. Mr. Tanner and Mr. Salmon also discussed with the Board the School’s qualification for community eligibility for free and reduced lunch, the impact of that eligibility on the lunch program, and some of the changes that would be required in order to maintain eligibility. Mr. Salmon reported that the School is working with the auditors to finish their work for the audit of the financials for the last School year, and plan to have the audit ready for approval at the Board’s October meeting. Mrs. Stern also noted that the Board’s scheduled

October 15 meeting coincided with the planned SED visit, and that the School would be reaching out to SED to see if they might attend the Board meeting as part of their visit.

3. Discipline Policy. Mrs. Stern and Mr. Scott then discussed with the Board the proposed revisions to the School's discipline policy (the Amani Code of Conduct), a draft of which had been circulated to the members of the Board in advance of the meeting. Members of the Board asked various questions of Mrs. Stern and Mr. Scott, which were answered. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

4. Approval of Prior Minutes. The minutes of the Board meeting held on July 16, 2018, were reviewed and unanimously approved.

5. Prospective Board Member. At this point, Mr. Dunlap introduced himself to the Board and discussed his background (his resume and other information had previously been circulated to the Board).

6. Staff Compensation Strategy. At this point, Mr. Salmon discussed with the Board potential changes to the School's staff compensation strategy. Throughout the discussion, members of the Board asked various questions of Mr. Salmon, which were answered. Mr. Salmon indicated, and the Board agreed, that his next intended step was to discuss the potential changes with the School's personnel committee in order to seek to obtain staff buy-in on the changes. The plan is for Mr. Salmon to provide an update/check-in with the Board at the October meeting.

7. Board Development. Mrs. Stern discussed with the Board the status of certain other prospective Board members. Mr. Burke suggested that Mr. Dunlap be elected as a Board member, subject to the SED approval process. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

8. Fundraising. Mrs. Stern provided an update to the Board regarding various fundraising initiatives.

9. Solar Panels. Mr. Tanner noted that he had reached out to a potential vendor but had not received a response. Mr. Killoran offered to put him in touch with some other vendors to discuss the potential opportunity.

10. Items for Future Meetings.

- Test results / data
- Prospective Board members
- Staff compensation strategy [October]
- ED self-evaluation and Board evaluation of ED performance

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:

Jim Killoran
Secretary

EXHIBIT A

[Board materials attached]

EXHIBIT B

Resolutions of the
Board of Trustees (the “**Board**”)
of the
Amani Public Charter School (the “**School**”)

August 13, 2018

A. Approval of Discipline Policy (Amani Code of Conduct)

1. RESOLVED, that the form, terms and provisions of the School’s discipline policy (Amani Code of Conduct), in substantially the form presented to the Board, be and hereby is, authorized and approved, with such changes as the Executive Director, Director of Curriculum and Instruction, Director of Finance, and Director of Operations (in each case, whether acting, interim, or permanent) (collectively, the “**Authorized Representatives**”), or any of them, may determine are necessary or appropriate;

B. Election of Trustee (subject to SED approval)

2. RESOLVED, that, subject to SED approval, Derrick Dunlap be appointed as a trustee of the School for a term expiring following the Board’s 2021 annual meeting, to serve until such trustee’s replacement has been duly chosen and qualified, or until such trustee’s earlier incapacity, death, resignation or removal;

C. Miscellaneous

3. RESOLVED, that the Authorized Representatives be, and each of them hereby is, authorized, empowered and directed to execute and deliver any and all other agreements, instruments, certificates and other documents, to pay such fees and taxes, to give such notices, to make such filings, to obtain such governmental and third-party consents, and to take such actions in the name and on behalf of the School as such Authorized Representatives may deem necessary or advisable to effectuate the purposes and intentions of the foregoing resolutions; and

4. RESOLVED, that the authority and power given under the foregoing resolutions shall be deemed retroactive and any and all acts authorized thereunder performed prior to the passage of the foregoing resolutions be, and they hereby are, ratified and approved.