

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

**December 9, 2019**

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 December 9, 2019, 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, Stephanie Edwards, Tamara Houston, Gene Johnson, Jim Killoran, and Patrick Smith. Derrick Dunlap was not present.

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

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. Approval of Prior Minutes. The minutes of the Board meeting held on November 18, 2019, were reviewed and unanimously approved.
3. Executive Director’s Report/School Snapshot. Mrs. Stern discussed with the Board the Board committee descriptions that had been circulated, including the roles of the various committees. She also provided an update regarding the parent survey, staff professional development, staff appreciation, instructional highlights, field trips, and honor roll celebrations. Mr. Zuckerman provided an update regarding the School’s fundraising operations, noting that he is focused on consolidating internal School fundraising data and building a database and systems to support future fundraising efforts. Mrs. Stern provided an update regarding School culture and upcoming events. Members of the Board asked various questions of Mrs. Stern and Mr. Zuckerman, which were answered.

4. Operations Update. Mr. Tanner provided an update regarding various matters related to School operations. Among other things, he noted that the cafeteria floor (which had been damaged by the water leak earlier in the year) would be renovated over winter break.

5. Finance Update. Mr. Salmon provided an update on the School's financials, with a focus on personnel costs and per-pupil revenue (including, in each case, projections versus budget). Members of the Board asked various questions of Mr. Salmon, which were answered.

6. Academic Updated/Data Report. Mr. Scott discussed with the Board his analysis of the School's November interim testing (including limitations in the ELA extended-response data as a result of the long testing days). He also noted the School's new academic outreach efforts (including through social media and the use of a "question of the day"), and discussed with the Board the School's use of iReady and related data. Members of the Board asked questions of Mr. Scott, which were answered.

7. Board Committees and Approval/Ratification of Certain Other Matters. Mr. Burke noted a number of matters that had been approved (subject to ratification) during the period when the Board did not have sufficient members. The Board also discussed the Board's committees and which committees might benefit the most from certain Board members' expertise. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

8. Schedule for Board Meetings. The Board discussed the calendar for the upcoming school year. After discussion, the Board unanimously approved the rescheduling of future regular Board meetings to 6:30 p.m. (rather than 7:00 p.m.).

9. Items for Future Meetings.

- ED self-evaluation for 2018-19 school year.
- Board self-evaluation planning.

10. 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**”)

December 9, 2019

**A. Ratification of Prior Actions**

1. RESOLVED, that any and all acts previously authorized by the Board (including during any period in which the Board was unable to take any official actions because it lacked sufficient membership) prior to the passage of this resolution be, and they hereby are, ratified and approved in all respects.

**B. Approval of 2018-19 Audit**

2. RESOLVED, that the audited financial statements of the School for the 2018-19 fiscal year, in the form previously presented to the Board, be and hereby are, authorized and approved.

**C. Approval of District Wide Safety Plan and School Emergency Response Plan**

3. RESOLVED, that the form, terms and provisions of the District Wide Safety Plan and School Emergency Response Plan, in each case, in substantially the form previously presented to the Board, be and hereby is, authorized and approved, with such changes as the Authorized Representatives, or any of them, may determine are necessary or appropriate.

**D. Appointment of Committees**

4. RESOLVED, that the following individuals shall be appointed to serve on the **Finance Committee**, each to serve until his or her successor has been duly chosen and qualified, or until such individual’s earlier incapacity, death, resignation or removal:

<b><u>Name</u></b>	<b><u>Position</u></b>
Jim Killoran	Chair
Sidney Burke	Committee Member
Patrick Smith	Committee Member

5. RESOLVED, that the following individuals shall be appointed to serve on the **Education and Accountability Committee**, each to serve until his or her successor has been duly chosen and qualified, or until such individual’s earlier incapacity, death, resignation or removal:

<b><u>Name</u></b>	<b><u>Position</u></b>
Gene Johnson	Chair
Stephanie Edwards	Committee Member

**E. Formation of Task Forces**

6. RESOLVED, that the responsibilities of the **Fundraising and Communications Task Force** will be undertaken by the Board, and such task force is terminated.

**F. Miscellaneous**

7. RESOLVED, that 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**”) 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
8. 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.