

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

**September 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 September 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, Derrick Dunlap, Gene Johnson, Robert Jones, and Jim Killoran.

Also present at the meeting were Jill Shahan and Andrea Rogers Barry from Empire Charter Consultants (via videoconference), and the following School employees: Debra Stern, Cara Martin, Phil Salmon, Jamell Scott, Bruce Tanner, and (via phone) Jane Tulley.

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 meetings held on August 12, 2019, were reviewed and, with one revision requested by Mr. Jones, unanimously approved.
3. Executive Director Report. Mrs. Stern, Mr. Scott, Mrs. Martin, and Mrs. Tulley presented the Executive Director Report to the Board, including a discussion of the School’s assessment calendar for the upcoming School year, implementation of WIN hour, Saturday academy, analysis of the strengths in 6<sup>th</sup> grade teaching that led to higher academic performance (and how that is being built upon), response to the School’s “math crisis,” beginning-of-year data, and results of the NYS science tests (including science regents tests). Members of the Board asked various questions of the members of School leadership, which were answered.

During this discussion, Mr. Killoran offered to connect Amani leadership with the 9<sup>th</sup> grade principal at CSEE, to provide feedback regarding any needs/deficiencies of incoming

students from Amani. Mr. Dunlap suggested focusing on writing extended responses as part of math instruction, given the disappointing results on those questions in the last NYS math testing.

4. Finance Report. Mr. Salmon reported to the Board regarding the School's financial position. He noted that student enrollment had necessitated hiring an additional SPED teacher and a 1-on-1 aide, and that the School is working on reimbursement arrangements with the school district with respect to the aide.

5. Emergency Plans. Mr. Tanner discussed with the Board the District Wide Safety Plan (previously approved by the Board) and School Emergency Response Plan (for Board review, comment, and approval at the next Board meeting). He also noted the plans and timeline for public comment, a public hearing, and ultimately Board approval.

At this point, all of the Staff left the meeting. Mrs. Shehan and Mrs. Barry remained, to help facilitate the executive session.

6. Executive Session. Upon motion duly made, seconded, and unanimously approved, the members of the Board then in attendance went into executive session to discuss the evaluation of the School's Executive Director and the framework for future evaluations of the School's Executive Director.

7. Items for Future Meetings.

- Analysis of beginning-of-year I-Ready test results.
- Presentation of financial audit for the 2018-19 school year.
- Approval of District Wide Safety Plan and School Emergency Response Plan.
- Fundraising: School staff to consider re-engaging with fundraising consultants and report back to the Board, as part of a broader discussion with the Board about fundraising strategy.
- ED self-evaluation for 2018-19 school year and ED evaluation framework for 2019-20 school year.
- Board self-evaluation.
- Parent and alumni survey.

8. 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**”)

September 9, 2019

None.