

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

October 17, 2016

(INFORMATIONAL MEETING)

An informational 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 October 17, 2016, 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, E. Adell Dowdy, Robert Jones, and Jim Killoran.

Stephanie McCaine and David Eichler sent their regrets in advance and was not present. Laura Francis and Richard Thomas were not present.

Also present at the meeting were Debra Stern (the School’s Executive Director) and Yasmeen Livingston (the School’s Director of Advancement and Legal). 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 *not* present, the Chair called the meeting to order as an *informational meeting* only.

1. Public Comment. The Chair opened the floor for public comment. No one from the public chose to speak.
2. Staffing and Recruiting. Mrs. Stern discussed with the Board various matters related to the School’s staffing and recruiting, including a discussion of staffing changes, improvements to the School’s process for onboarding teachers, the timelines and process for recruitment of the School’s Director of Finance and Director of Curriculum and Instruction, and the School’s recruitment plan general.
3. Fundraising. Mrs. Livingston provided an update to the Board regarding fundraising and various related activities, including the School’s upcoming fundraiser in December.
4. School Snapshot. Mrs. Stern presented the School Snapshot to the Board. She also discussed with the board the School’s updated timesheet process and answered Board questions regarding cyber security.

5. Board Meeting Schedule. Mrs. Stern also noted the need for certain changes to the Board's meeting schedule, to accommodate conflicts, and suggested some alternate dates. The Board members present agreed to circulate the revised dates to the full Board to determine if there were any conflicts. Mr. Burke noted that public notice would need to be provided by the School if the meeting dates are changed.

6. Phaire Litigation. Mrs. Livingston answered questions from the Board regarding the litigation with Mr. Phaire.

7. Items for Next Meeting.

- ED evaluation framework for 2016-17
- Investment of operating reserve
- Additional bank signatory
- Data follow-up (teacher attendance to be incorporated into the School Snapshot)

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

Respectfully submitted,

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Sidney Burke  
Secretary for the Meeting

APPROVED:

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E. Adell Dowdy  
Vice Chair

## **EXHIBIT A**

[Board materials attached]

**EXHIBIT B**

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

October 17, 2016

None.