

**Amani Public Charter School  
Board of Trustees Meeting Agenda 9/18/17**

- I. Roll Call/Call to Order
  - II. Public Comment
  - III. Matters for approval
    - a. Board minutes for August 2017
  - IV. School snapshot
  - V. Reports and other items for discussion
    - a. Additional analysis of NYS testing results
    - b. ED self-evaluation, goals for 2017-18 school year
    - c. Parent satisfaction survey results
  - VI. Committee & Taskforce Reports
    - a. *Executive Committee*
    - b. *Finance Committee*
    - c. *Education and Accountability Committee*
    - d. *Fundraising Task Force*
    - e. *Communications Task Force*
  - VII. Items for next Board Meeting (Recommendations due October 5<sup>th</sup>)
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MINUTES OF A MEETING OF  
THE BOARD OF TRUSTEES OF THE  
AMANI PUBLIC CHARTER SCHOOL

**September 18, 2017**

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 18, 2017, 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, David Eichler, Laura Francis, Edward Green, Robert Jones, and Jim Killoran.

Blair Smith was not present.

Also present at the meeting were the following School employees: Debra Stern, Tara McLoughlin, Phil Salmon, and Reinis Visners. 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. Financial Update. Mr. Salmon provided an update regarding the School’s financial performance for the 2016-17 academic year, the School’s financial status as of the end of the academic year, and considerations regarding the 2017-18 academic year. Members of the Board asked various questions, which were answered.
3. Testing Analysis. Mrs. McLoughlin presented analysis comparing the School’s predictive modelling (using math STAR testing) versus NYS test results. The Board discussed this analysis with Mrs. McLaughlin and asked various questions, which were answered.
4. Academic Performance / Improvement Plan. Mr. Visners next discussed with the Board the various actions that the School is taking to improve scholars’ academic performance, in light of the most recent NYS test results. He noted that, from a strategical perspective, the academic program will continue to focus on literacy, but will begin integrating a “scholar portfolio” approach (including regular student conferencing with teachers, student participation in parent-teacher conferences, and a final presentation of the portfolio to teachers at the end of the year). He also noted additional professional development for ELA staff that has occurred, and ongoing coaching for them that will be occurring throughout the year, as well as the introduction of interactive reading software to help target instruction toward areas of weakness. A written

improvement plan will be presented to the Education and Accountability Committee at the committee's next meeting.

5. ED Evaluation. The Board discussed the need to evaluate Mrs. Stern's performance now that the NYS test results have been received and reviewed. Mrs. Stern will provide her self-evaluation at the next Board meeting, and the Board will review and consider goals for her for next year.

6. Parent Survey. Mrs. McLoughlin presented the results of the parent survey that was completed in the Spring. Mrs. Stern noted that the School intends to have these completed once or twice per year, with the timing tied to parent-teacher conferences and other School events. The Board asked various questions of Mrs. McLoughlin and Mrs. Stern, which were answered.

7. Committee Report. Mrs. Dowdy reported to the Board regarding the recent meeting of the Education and Accountability Committee.

8. Approval of Prior Minutes. The minutes of the Board meeting held on August 30, 2017, were reviewed and unanimously approved.

9. Items for Next Meeting.

- ED self-evaluation / Board evaluation of ED performance / ED goals for 2017-18
- Fundraising
- DOO to report on solar options
- Scholar Manual / Attendance Policy / Honor Roll Policy
- Board Commitments (Adell)

10. 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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Jim Killoran  
Secretary

**EXHIBIT A**

[Board materials attached]

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**EXHIBIT B**

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

September 18, 2017

None.

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