

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

**February 11, 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 February 11, 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 (for the portion noted below), Robert Jones, and Jim Killoran. Edward Green was not present. As noted below, Laura Francis tendered her resignation on February 10, 2019.

Also present at the meeting were the following School employees: Debra Stern, Sandra Bynum, Phil Salmon, and Jamell Scott. Also present was Gene Johnson, 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. Trustee Removal. Mr. Burke noted that on January 16, 2019, he had provided notice to Mrs. Francis and Mr. Green that, in light of their recent absences, the Board intended to vote on their removal at this meeting pursuant to the School’s bylaws. He also noted that Mrs. Francis had delivered her resignation by email on February 10, 2019, and that he had not received any response from Mr. Green. Following discussion, upon motion duly made and seconded, the Board unanimously approved the removal of Mr. Green from the Board and accepted Mrs. Francis’ resignation from the Board.

3. Election of New Trustee. Mr. Burke noted that Mr. Johnson (a prospective Board member who had previously worked for the School and met the other Board members, and whose resume had been provided to the Board), was present at the meeting. 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 meetings held on October 15, 2018, November 19, 2018, December 10, 2018, and January 14, 2019, were reviewed and unanimously approved.

5. Approval of District-Wide School Safety Plan. Mr. Burke then noted that the Board had previously discussed a draft District-Wide School Safety Plan, which had previously been circulated and presented to the Board. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

6. School Snapshot. Mrs. Stern presented the School Snapshot to the Board, including a discussion of student recruiting, open houses, and the data visualization software that the School is starting to use.

7. Data Analysis. Mrs. Bynum provided an analysis of student academic data based on the results of interim testing in January. Mrs. Bynum also discussed with the Board how these data were being used to influence instruction. The Board discussed this data and analysis in detail with Mrs. Bynum and Mrs. Stern, and asked various questions, which were answered.

Mr. Dunlop arrived during Mrs. Bynum's presentation. Mrs. Bynum left the meeting after her presentation and answering the questions noted above.

8. Financial Update. Mr. Salmon provided a financial update, including a discussion of key revenue components and fundraising goals. The Board discussed these matters and asked various questions, which were answered.

9. Approval of Increase in Line of Credit. Mr. Salmon noted that, given the increased size of the School staff and related increase in payroll costs, the School's periodic payroll (including benefit costs) exceeds the School's existing \$150,000 line of credit. However, he also noted that the School has not needed to borrow under the line of credit. As a precaution, however, he recommended that the Board approve an increase in the line of credit to \$250,000. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

At this point, Messrs. Salmon and Scott left the meeting.

10. Additional Discussion of Data Analysis. The Board discussed with Mrs. Stern the data analyses presented to the Board.

11. 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]

## **EXHIBIT B**

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

February 11, 2019

**A. Election of Trustee (subject to SED approval)**

1. RESOLVED, that, subject to SED approval, Gene Johnson be appointed as a trustee of the School for a term expiring following the Board’s 2019 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;

**B. Approval of District-Wide School Safety Plan**

2. RESOLVED, that the form, terms and provisions of the School’s District-Wide School Safety Plan, in substantially the form previously 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;

**C. Approval of Increase in Line of Credit**

3. RESOLVED, that the Authorized Representatives are, and each of them hereby is, authorized and directed for and on behalf of the School, to take any and all actions necessary to increase the School’s existing line of credit (with the School’s current bank or a different bank) to an amount not to exceed \$250,000 in the aggregate, on substantially the same terms as those presented to the Board, with such changes to such terms as any such Authorized Representative may determine are necessary or appropriate (with the execution of any written agreement by an Authorized Representative constituting definitive evidence of such determination);

**D. Miscellaneous**

4. 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

5. 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.