

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

**April 13, 2020**

A meeting of the Board of Trustees (the “**Board**”) of the Amani Public Charter School (the “**School**”), was held via videoconference (in light of the New York State PAUSE in response to the coronavirus (COVID-19) pandemic) on April 13, 2020, 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, Stephanie Edwards, Gene Johnson, Tamara Houston, Jim Killoran. Patrick Smith was absent.

Also present at the meeting were the following School employees: Debra Stern, Karl Eason, Cara Martin, Phil Salmon, Jamel Scott, and Bruce Tanner.

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. Mission Moment. Mrs. Stern described to the Board efforts to maintain the School’s culture even in a remote learning environment.

3. Remote Learning. Mrs. Stern, Mr. Scott, and Mrs. Martin updated the Board regarding the School’s remote learning operations to date and plans for the future. They noted the benefits of the School’s implementation of a case manager program, particularly regarding scholars’ social-emotional health and in identifying impediments to remote learning (such as lack of technology, food, or an adult presence during school hours). They also noted that phase 2 of the School’s remote learning program started today, including pre-recorded lessons and office hours. They also discussed changes to the School schedule, quantifying student engagement during remote learning, and measures to support parents. They discussed with the Board planning for next year, including early thinking regarding how School operations may need to adapt in the fall, and the implications on the School’s budget. The Board asked various questions, which were answered, and discussed these matters with the School’s leadership team.

4. Administrative/SPED Update. Mr. Salmon noted that he expected to have an initial budget meeting with the Finance Committee in the next week or two. He also noted that, in addition to the case manager program, the School’s social worker and SPED team were continuing to work with scholars to provide the special ed services that they need.

5. Data Analysis. Mr. Eason presented data to the Board regarding various metrics that were being analyzed related to the School's remote learning operations, including attendance, time on task, and other measures of scholar activity. Members of the Board asked various questions, which were answered.

6. Scholar Recruitment. Mr. Salmon provided an update regarding scholar recruiting. He noted that, despite the impact of COVID-19, the School would be holding a lottery. The lottery has, however, been postponed to May 13. This is the first year that the lottery will include weighting in favor of SPED/ELL students (but only after Mount Vernon residents, since students from the district of location have priority).

7. Federal Funding. Mr. Salmon noted that the School is considering applying for federal funding under the Paycheck Protection Program. Members of the Board noted that, although funding through June 30 was not expected to change, there is significant uncertainty for the School caused by the COVID-19 outbreak – including an expected reduction in per pupil funding for the School year starting July 1, 2020, costs associated with modifications to the School's program going forward, and potential personnel costs to advance student learning despite the challenges of remote learning.

8. Approval of Amended Child Abuse Policy. Mr. Salmon discussed with the Board the School's draft amended child abuse policy (which had previously been distributed to the Board). Members of the Board discussed the changes with Mr. Salmon and asked various questions, which were answered. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

9. Approval of Prior Minutes. The minutes of the Board meeting held on March 9, 2020, were reviewed and unanimously approved.

10. Board Self-Evaluation. Mr. Burke noted that development of the Board self-evaluation might be a worthwhile endeavor for a Board retreat during the summer. In the meantime, he noted that any comments would be welcomed, and he would work on preparing a revised draft for the Board's consideration.

11. Items for Future Meetings.

- ED self-evaluation / SMART goals for ED priority plan.
- Updated officers and Executive Committee membership.
- Board self-evaluation planning [Board retreat].

12. 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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Gene Johnson  
Secretary

## **EXHIBIT A**

[Board materials attached]

## **EXHIBIT B**

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

April 13, 2020

### **A. Approval of Amended Child Abuse Policy**

1. RESOLVED, that the form, terms and provisions of the School’s amended child abuse policy, in substantially the form presented to the Board, be and hereby is, authorized and approved, with such changes as the officers of the School and 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;

### **B. Miscellaneous**

2. 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

3. 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.