

Amani Public Charter School
Board of Trustees Meeting Agenda 6/14/21

- I. Roll Call/Call to Order
- II. Public Comment
- III. Matters for approval
 - a. Budget for upcoming school year
 - b. board minutes for May 2021
- IV. School Snapshot
- V. Annual Meeting Business
 - a. Approval of 2021-22 budget and related items
 - b. Election of trustees (terms for Sid and Patrick are expiring)
 - c. Election of Officers (based on current):
 - Chair: Sidney Burke
 - Vice Chair: Tamara Houston
 - Treasurer: Jim Killoran
 - Secretary: Gene Johnson
 - d. Appointment of Committees/Task Forces – some suggestions to consider, based on current committees/task forces:
 - *Executive Committee*: Sidney Burke (chair), Stephanie Edwards, Tamara Houston, Gene Johnson, and Jim Killoran
 - *Finance Committee*: Jim Killoran (chair), Sidney Burke, and Patrick Smith
 - *Education and Accountability Committee*: Gene Johnson (chair), Stephanie Edwards, and Tamara Houston.
 - *Amani 10 Fundraising Task Force*: Charlie Stern (chair, non-Board member), Jim Killoran, Tamara Houston, Debra Stern (Executive Director, non-Board member)
 - e. Board calendar for next year (continuing with second Monday of each month, at 4:30pm)
 - July 12
 - August 9
 - September 13
 - October 18 (because of Columbus Day on October 11)
 - November 8
 - December 13
 - January 10
 - February 14
 - March 14
 - April 11
 - May 9
 - June 13
 - f. Board retreat – determine date
- VI. Committee & Taskforce Reports
 - a. *Executive Committee*
 - b. *Finance Committee*
 - c. *Education and Accountability Committee*
 - d. *Fundraising and Communications Task Force*
- VII. Items for next Board Meeting (Recommendations due July 5th)

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

June 14, 2021

A regular 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 June 14, 2021, beginning at approximately 4:30 pm. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: Sidney Burke, Stephanie Edwards, Gene Johnson, Jim Killoran, and Patrick Smith. The following Trustees were not present: Tamara Houston.

Also present at the meeting were the following School employees: Debra Stern, Phil Salmon, Jamell Scott, and Bruce Tanner. Mr. Burke presided as Chair of the meeting and Stephanie Edwards recorded the minutes as Secretary.

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 noted that, after months of dealing with COVID-19, the School held its first live community outreach in a while.
3. Strategic Planning. The Board and School leadership looked back at the goals previously identified by the Board for the past three months, discussed performance against those goals, and discussed goals for the upcoming three months.
4. Renewal Timeline. Mrs. Stern discussed with the Board the process and timeline for the School’s charter renewal. Members of the Board asked various questions, which were answered.
5. Finance Update. Mr. Salmon presented to the Board the School’s budget priorities for the upcoming year, reported on enrollment and its impact on budgeting, and noted that the Board would schedule a special meeting to approve the budget for the upcoming fiscal year. Members of the Board asked various questions, which were answered.
6. Operations Update. Mr. Tanner updated the Board regarding various operational matters, including the planned calendar for the upcoming School year (which included 195 academic days), planned resolutions regarding the proposed HVAC project (which will be

circulated in advance of the planned special Board meeting), and discussions regarding the possibility of converting the street to a one-way in order to facilitate dismissal.

7. Academic Update. Mr. Scott updated the Board regarding various academic matters, including Eagle Academy attendance, the decision not to require completion of a regents exam to get regents credit so long as the student has passed the class, planning for Varsity Tutors' assistance in benchmarking for regents algebra, the expectation that all scholars will take the regents for living environment, plans for a two-week bootcamp in August supported by Varsity Tutors, how School leadership is using data on past attendance to help plan enrollment for extended day programs, plans for the summer program and enrichment offerings, analysis of math and ELA interim data, and updates regarding staffing.

8. Upcoming Events. Mrs. Stern noted various upcoming events to the Board.

9. Approval of Prior Minutes. The minutes of the Board meetings held on May 10, 2021, were reviewed and unanimously approved.

10. Re-Election of Trustees. At this point, Mr. Burke noted that the following members' term as Board members would expire following this meeting: Mr. Burke and Mr. Smith. Following discussion, upon motion duly made and seconded, Mr. Burke and Mr. Smith were unanimously re-elected for a term expiring after the June 2024 Annual Meeting, as reflected in the resolutions attached as Exhibit B hereto.

11. Election of Officers. Mr. Burke then discussed the proposed Officers for the upcoming school year. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

12. Committees/Task Forces. Mr. Burke then discussed the proposed Committees and Task Forces for the upcoming school year. Following discussion, upon motion duly made and seconded, the resolutions attached as Exhibit B hereto were unanimously approved.

13. Schedule for Board Meetings. The Board discussed the calendar for the upcoming school year. The Board determined to postpone action on this matter until the upcoming special Board meeting later this month.

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

Respectfully submitted,

Stephanie Edwards
Secretary

APPROVED:

Sidney Burke
Chair

EXHIBIT A

[Board materials attached]

EXHIBIT B

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

June 8, 2020

A. Re-Election of Directors and Officers

1. RESOLVED, that each of the following persons be appointed as a trustee of the School for the term set forth above such persons’ name, to serve until such trustee has been duly chosen and qualified, or until such trustee’s earlier incapacity, death, resignation or removal:

Term expiring following the June 2024 Annual Meeting:

Sidney Burke
Patrick Smith

2. RESOLVED, that each of the following persons be appointed as officers of the School in the position set forth opposite such person’s name, each to serve until his or her successor has been duly chosen and qualified, or until such officer’s earlier incapacity, death, resignation or removal:

<u>Name</u>	<u>Position</u>
Sidney Burke	Chair
<i>Vacant</i>	Vice Chair
Jim Killoran	Treasurer
Gene Johnston	Secretary

B. Appointment of Committees

3. RESOLVED, that the following individuals shall be appointed to serve on the **Executive Committee**, each to serve until his or her successor has been duly chosen and qualified, or until such individual’s earlier incapacity, death, resignation or removal:

<u>Name</u>	<u>Position</u>
Sidney Burke	Chair
Stephanie Edwards	Committee Member
Tamara Houston	Committee Member
Gene Johnson	Committee Member
Jim Killoran	Committee Member

4. RESOLVED, that the following individuals shall be appointed to serve on the **Finance Committee**, each to serve until his or her successor has been duly chosen and qualified, or until such individual's earlier incapacity, death, resignation or removal:

<u>Name</u>	<u>Position</u>
Jim Killoran	Chair
Sidney Burke	Committee Member
Patrick Smith	Committee Member

5. RESOLVED, that the following individuals shall be appointed to serve on the **Education and Accountability Committee**, each to serve until his or her successor has been duly chosen and qualified, or until such individual's earlier incapacity, death, resignation or removal:

<u>Name</u>	<u>Position</u>
Gene Johnson	Chair
Stephanie Edwards	Committee Member
Tamara Houston	Committee Member

C. Formation of Task Forces

6. RESOLVED, that the following individuals shall be appointed to serve on the **Amani 10 Fundraising Task Force**, each to serve until his or her successor has been duly chosen and qualified, or until such individual's earlier incapacity, death, resignation or removal:

Charlie Stern (chair, non-Board member)
Jim Killoran
Tamara Houston
Debra Stern (non-Board member)

D. Miscellaneous

7. RESOLVED, that 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**"), 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

8. 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.