

# August 23rd, 2016 Board of Directors Meeting Minutes

**Attendees:** C. Williams, C. Rice, M. Anglin, L. Hamer, L. Stephens, K. Sandiford, T. Muniz, D. Dunlap, A. Davis

After a short welcome from Dr. Hamer, the meeting was called to order at 6:58 p.m.

Verification of public notice was reported by Ms. Muniz.

The attendance sheet was signed and submitted to Ms. Muniz.

The agenda was reviewed; R. Wilson made the motion to accept the agenda, M. Anglin seconded the motion.

The minutes from last meeting were reviewed; K. Sandiford made a motion to accept minutes from July 25th with any necessary corrections. M. Anglin seconded the motion.

## **Business Operations Report – Ms. Muniz**

270 Students enrolled K-5; 33 UPK students. New laptops were orders for each classroom (3 laptops per classrooms). There is a network drive located for teachers and other staff members to post material (ex. lesson plans, etc.). All books and furniture have been ordered for all classrooms. Profit and Loss report was handed out along with cash disbursements report. % year budget for charter renewal is being worked on with Dr. Rice and other material needed for charter renewal. Audit is coming up in September.

## **Principal Report – Mr. Dunlap**

Retreat was held yesterday; award was presented to former PTO board chair Z. Williams, CEO DR. Rice, C. Williams, L. Stephens, M. Anglin, R. Wilson and board chair L. Hamer. New teachers have been recruited and classes are being set up. Best practices are instituted with teachers loading lesson plans on the network drives a week in advance; looking to implement a lesson plan structure. Test scored went up for all testing grades especially for 3 rd grade; school Calendar was handed out. Looking to prepare comparison reports of children in tutoring and extra help to see how much they improved from year to year.

## **CEO Report – Dr. Rice**

Permanent C of O can now be applied for; rewriting grant for NYS Dormitory Authority. Paperwork has been submitted for NYCDYCD grant. Looking to contact contractors for refund of deposit for new school; New floor has been completed, lighting looking to be improved as well; looking to give out book bags to new students on orientation day. UPK lease has been renewed for one year; classrooms have been expanded.

**Academic Report** – C. Williams (NO REPORT)

**Personnel Report** – K. Sandiford

Teacher interviews have been ongoing; looking to have board approval on new hires and teacher reassignments.

**PTO Report** – A. Davis

Met on Saturday 8/20 to discuss fundraisers (popcorn fundraiser, looking for money from parents, setting up a 5 th grade store selling school supplies and t-shirts). Looking to recruit parents on school orientation day 9/1 at the UPK extension and REACS.

**Finance Report** – M. Anglin (NO REPORT)

**Fundraising Meeting** – L. Stephens (NO REPORT)

A motion by M. Anglin to hire new teachers, K. Sandiford seconded. A motion was made by K. Sandiford to reassigned REACS teachers to new positions, M. Anglin seconded.

Everyone was thanked again for coming out from Dr. Hamer. Meeting was adjourned at 7:50 p.m. K Sandiford made the motion, C. Williams seconded. Next board meeting will be 9/26/16 at 6:30.