

# November 28th, 2016 Board of Directors Meeting Minutes

**Attendees:** C. Rice, D. Benons, R. Wilson, K. Sandiford, L. Hamer, L. Stephens, A. Davis, D. Dunlap, T. Muniz, C. Williams, S. Fariclough-Leslie

After a short welcome from Dr. Hamer, the meeting was called to order at 6:43 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 with any necessary modifications, L. Stephens seconded the motion.

The minutes from last meeting were reviewed; K. Sandiford made a motion to accept minutes from October 24th with any necessary corrections. R. Wilson seconded the motion.

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

274 Students registered; 36 UPK students registered. New P&L statement including UPK was reviewed with the board; in good financial standing and operating within budget. Preparing for next school year's lottery; accepting applications January 1 st , 2017. All evaluations have been completed for NYS and loaded onto the website. Audit was completed and reviewed with the board; this information is also on the website.

## **Principal Report – Mr. Dunlap**

Handed out Thanksgiving baskets to needy families; sports teams are doing well and progressing. Met with failing students and parents to provide assistance. Data evaluation with teachers is ongoing (Terra Nova, ELA tests). Holiday wrapping party 12/19/16; St John's tour and basketball game 12/21/16. Holiday party will be on 12/23/16. Unannounced teacher observations are ongoing; UPK evaluation was handed out and reviewed. Best practices have been shared with surrounding charter schools. Toys for Tots event are being prospectively discussed. Charter renewal review went extremely well.

## **CEO Report – Dr. Rice**

Echoed Mr. Dunlap's expressions on the charter renewal board visit. Spoke on his meeting with banks for money for school expansion; discussed various options for school expansion as well; working on grant submission for REACS.

## **Academic Report – C. Williams**

Met 11/19/16; Old Business – STEM – will revisit next year; Mandarin curriculum. New Business – Report cards were revised and will be e-mailed; hard copies will also be available. In-grade student portals are being discussed. Reviewed vacancies for 3rd grade and Mr. Dunlap requested a math pull-out teacher as well. Reviewed DOE visit with UPK. Discussed prospective dance program and after school program.

**Personnel Report – K. Sandiford**

Reviewed 3rd grade SPED teacher need.

**PTO Report – A. Davis**

1st family game night was held and was a success. Popcorn fundraiser was held and also a success. Thanksgiving baskets were given out. Meeting with Merrick Academy charter school PTO president tomorrow. Toys for Tots are being discussed.

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

**Fundraising Meeting – L. Stephens**

Phone call on 11/11/16; planning 2 events – Spring Breakfast and Spring Gala. Budget for Spring Breakfast was discussed and was approved to be used for this event. Formal Gala details will be forthcoming.

Everyone was thanked again for coming out from Dr. Hamer. Meeting was adjourned at 7:55 p.m. C. Williams made the motion; K. Sandiford seconded. Next board meeting will be 12/19/16 at 6:30. Executive session followed the board meeting. In executive session, A. Davis was voted onto the REACS school board (S. Fariclough-Leslie made the motion, L. Stephens seconded).