

**Cardinal McCloskey Charter School**

**Board of Trustees**

**Board Meeting Minutes**

**July 9, 2018**

1. The meeting was called to order by Mr. George Grace, Chairperson, at 6.51 p.m.
2. **Attendance** taken by Margie Medina

**Present:** George Grace, Phyllis Thorne, Peter Quinn, Dunica Charles and Joan Magoolaghan

**Guests**: Beth Finnerty, Dr. William Ursillo, Dr. Reva Gershen Lowy, Christine Monroe, Kamlesh Singh and Margie Medina

1. **Community Meeting** was facilitated by Phyllis Thorne
2. **Motion to approve the minutes of the June 18, 2018 Board Meeting**

*A motion to approve the minutes of the June 18, 2018 Board Meeting was made by Joan Magoolaghan, seconded by Phyllis Thorne and carried unanimously, the motion was approved and accepted.*

1. **Chair Report** – Mr. George Grace reviewed what will be discussed at this meeting.

* The importance of filling the Principal position
* The change that will be made in the Charter School ByLaws will reflect the resignation of a Board Member to be effective immediately.
* The Board will discuss creating the Sanctuary Sub-Committee

1. **Actions Items**
   1. After a brief discussion it was decided to delay the motion to approve the amended CSP budget to a later date.
   2. **Motion:** The Board will approve Joy DeVries as a New Board Member for the Charter School Board.

Mr. Quinn provided a brief bio on the prospective Board Member, Joy DeVries. After a discussion the Board elected to approve Ms. DeVries as a new Board Member for the Charter School.

*A motion to approve Joy DeVries as a new Board Member for the Charter School Board was duly made by Joan Magoolaghan, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

* 1. **Motion:** The Board will approve the upcoming Charter School Board Meeting Calendar

*A motion to approve the upcoming Charter School Board Calendar was made by Phyllis Thorne, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

* 1. **Motion:** The Board will approve the revised Charter School By-Laws

The Board discussed the modification of the By Laws and agreed to change the resignation of a Board Member be effectively immediately. Dr. Lowy noted the revised By Laws should be reviewed by Ms. Kamlesh Singh. CSI will also need to approve the revised By Laws.

*A motion to approve the revised Charter School By-Laws was made by Joan Magoolaghan, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

* 1. **Motion**: The Board will approve the revised streamlined CSBM contract

Mr. Grace discussed the revised streamlined CSBM contract that will limit the services they will provide over the next 12 months. Mr. Quinn stated the amount of the contract is $50,000 and funds will be drawn down based as the services are provided. A kick-off session with CSBM will take place next week and Mr. Quinn suggested that Mr. Grace and Ms. Christine Monroe attend the meeting.

*A motion to approve the revised streamlined CSBM contract was made by Phyllis Thorne, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

* 1. **Motion:** The Board will approve the Sanctuary Sub-Committee

Mr. Grace noted the Sanctuary Sub-Committee will not be a standing committee and their roll will be to make sure the Sanctuary model is being followed.

Another issue bought up was coordinating the Sanctuary Training for the Board. Ms. Thorne suggests two day training would be more beneficial. Mr. Grace suggested a Friday and Saturday would be good. Dr. William Ursillo noted that Ms. Audrey Erazo and Ms. Fedele could assist with this. The Board will continue this discussion at a later date.

*A motion to approve the Sanctuary Sub-Committee was made by Phyllis Thorne, seconded by Dunica Charles and carried unanimously, the motion was approved and accepted.*

* 1. **Motion:** The Board will approve to change the point of contact (see attached list) to George Grace and Reva Gershen Lowy on all communications

*A motion to approve to change the point of contact (see attached list) to George Grace and Reva Gershen Lowy, pending Jennifer Fedele’s acceptance of the Interim Principal position, on all communications was made by Phyllis Thorne, seconded by Dunica Charles and carried unanimously, the motion was approved and accepted.*

* 1. **Update on Audit –** Mr. Quinn provided an update on the Initial Statement. We are currently waiting on the auditor’s portion. Mr. Quinn will follow up with the auditor for an update.
  2. The Board discussed the timeline for the planning year. It was agreed that the timeline be revised before the Walton Foundation interview which is scheduled for July 18, 2018. Mr. Grace will revise the timeline and forward to Dr. Lowy to review. Once the timeline is finalized it will be reviewed by the Board before the meeting.
  3. **Motion:** The Board will approve to offer Jennifer Fedele the Interim Principal position, with a salary range to $125,000 per annum, subject to all approvals and contingent on her filing for Principal license.

The Board discussed the outcome of the interviews for the Interim Principal position. Before the meeting Ms. Jennifer Fedele and Mr. Paul Angeron were interviewed separately. The Board discussed what each candidate has to offer and what the Board is looking for in a Principal. The discussion continued on how the Board would assist the Principal in running the school. Dr. Lowy mentioned the NYC Charter Group conducts trainings for new Principals and the NYC DOE also provides training. CSI is also available for support.

*A motion to approve to offer Jennifer Fedele the Interim Principal position, with a salary range to $125,000 per annum, subject to all approvals and contingent on her filing for Principal license, was made by Phyllis Thorne, seconded by Peter Quinn and carried unanimously, the motion was approved and accepted.*

* 1. **Motion:** The Board will approve the resignation of Jason Acosta from the Charter School Board

*A motion to approve the resignation of Jason Acosta from the Charter School Board was made by Phyllis Thorne, seconded by Joan Magoolaghan and carried unanimously, the motion was approved and accepted.*

1. **Proposed Executive Session** – N/A
2. **Action Item Following Executive Session** – N/A
3. **Discussion**
   1. The Board voted to approve Ms. Fedele as Interim Principal for the Charter School. It will be determined by Ms. Fedele if she would like to hire Mr. Angeron to assist her in various tasks in the startup of the school. The discussion continued regarding Ms. Fedele’s completion of the interim period and what would occur at the end of that period.
   2. Ms. Finnerty informed the Board that the Walton Foundation interview will be held on July 18, 2018. The interview will be an hour and Ms. Finnerty, Dr. Ursillo, Mr. Grace, Ms. Monroe and Dr. Lowy will be in attendance.
   3. Mr. Grace and Dr. Lowy provided an update on what is being done in contacting Charter School parents and how we will assist them in transferring students to other schools. Dr. Lowy relayed the difficulty she has encountered with the NYC Department of Education. The DOE should be providing us with the information needed for parents to find alternate schools for their children. Mr. Ralph Rossi, CSI attorney, has been made aware of this situation. The meeting continued with the discussion of the letter sent by CSI regarding the planning year.
   4. Ms. Finnerty discussed the lease for Aquinas and how CMCS can utilize the space with their Head Start or UPK programs. Ms. Finnerty noted CMCS has had a long relationship with Aquinas and will discuss the possibility of placing alternative programs there in September. Ms. Finnerty felt very strongly that could be accomplished.
4. **Reports**
   1. **Executive Report** – No report
   2. **Academic Report** – No report
   3. **Finance Committee Report –** No report
   4. **Principals Report –** No report
   5. **Partners Report –** No report
5. **Public Participation** – Public Participation was made available to the public
6. **Adjournment**

*A motion duly made by George Grace, seconded by. Phyllis Thorne and carried unanimously, the meeting was adjourned at 7:38 p.m.*