APPROVED

Vertus High School

Minutes

Monthly Board Meeting

Date and Time
Tuesday January 30, 2024 at 4:00 PM

Trustees Present
C. Gantt, D. Johnson, E. Gallina, J. O'Connell, V. Van Voorhis

Trustees Absent
M. Mandina, S. Ash, S. Campanelli

Ex Officio Members Present
J. Locey

Guests Present
A. Brisson, L. Bennett, Margit Brazda Poirier, T. Hill

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

V. Van Voorhis called a meeting of the board of trustees of Vertus High School to order on Tuesday Jan 30, 2024 at 4:04 PM.

C.

Approve Minutes

D. Johnson made a motion to approve the minutes from Monthly Board Meeting on 12-12-23.
J. O'Connell seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Action Item Review Prior Month

E. Board Update: Grant Funding

Ms. Brazda Poirier from Grants 4 Good briefed the Board on the process of grant writing on behalf of the school.

II. Finance

A. Budget vs Actual & Cash Flow

The school continues to operate within its approved budget.

B. Financial Policies and Procedures

C. Gantt made a motion to Approve the following four resolutions to the Financial Policies and Procedures • RESOLVED, the Board of Trustees of Vertus Charter School hereby adopts the Retention and Disposition Schedule for New York Local Government Records (LGS-1) for use by all officers in disposing of valueless records listed therein; and • RESOLVED, only records that have met the minimum retention periods described therein may be disposed of; and • RESOLVED, only those records will be disposed of that do not have sufficient administrative, fiscal, legal or historical value to merit retention beyond the established LGS-1 minimum periods. • RESOLVED, upon the recommendation of the Finance Committee, the Board of Trustees hereby adopts the attached Fiscal Policies and Procedures, effective immediately upon approval by the New York State Education Department's Charter School Office.
D. Johnson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Governance Committee

A. Board Term Renewal

V. Van Voorhis made a motion to Extend Board Member Calvin Gantt for a Term of three years.
E. Gallina seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A.

New Action Item Review & Report Out

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:06 PM.

Respectfully Submitted,
E. Gallina

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info@vertusschool.org | www.vertusschool.org | FaceBook/VertusHighSchool