DRAFT

Launch Expeditionary Learning Charter School

Minutes

Board Meeting

Date and Time
Tuesday June 26, 2018 at 6:30 PM

Location
1580 Dean St. – 3rd Fl., Brooklyn, NY

Trustees Present
C. Hess, D. Hazelwood, G. Lee, J. Harber, J. Latimer, R. MacIntyre, R. Stopol

Trustees Absent
N. Lemerond, N. Lirette

Guests Present
A. Rubin, E. Kussell, G. Roehm, J. Williams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

J. Harber called a meeting of the board of trustees of Launch Expeditionary Learning Charter School to order on Tuesday Jun 26, 2018 at 6:35 PM.

C. Approve Minutes

J. Harber made a motion to approve minutes from the Board Meeting on 04-26-18 Board Meeting on 04-26-18.
J. Latimer seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Action Items - School Renewal

A. Approve non-material revisions in preparation for school renewal

J. Harber made a motion to approve non-material revisions in preparation for the school renewal.
J. Latimer seconded the motion.
The board **VOTED** unanimously to approve the motion.
Executive Director explained that there were six revisions that the board will need to approve in preparation for the school renewal. Approval was asked for the following non-material revisions:

- Mission Statement – motion to approve: J. Harber, seconded: R. Stopol
- Key Design Elements – motion to approve: J. Harber, seconded: J. Latimer (brief discussion by board)
- Complaint Policy – motion to approve: J. Harber, seconded: R. MacIntyre
- Code of Ethics – motion to approve: J. Harber, C. Hess (brief discussion by board)
- By-Laws – motion to approve: J. Harber, seconded: R. MacIntyre (brief discussion by board)
- Conflict of Interest Policy – motion to approve: J. Harber, seconded: R. MacIntyre (brief discussion by board)
- Whistleblower Policy – motion to approve: J. Latimer, seconded: J. Harber (brief discussion by board)

III. Action Items - Officer and Committee Elections

A. Annual Election of Officers and Committee Members

J. Harber made a motion to approve election of officers and committee memebers.
J. Latimer seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Executive Director led a discussion of the previously existing and newly form committees. A matrix was used to aid in the discussion when informing the board of the committees and their members.

IV. Action Item - 2018-2019 Board Calendar

A. Approve the 2018-2019 Board Calendar

A discussion of the FY19 board scheduled ensued. Based on a conflict in scheduling, the board calendar was revised and a newly proposed calendar was voted on.
J. Harber made a motion to to approve FY19 Board of Trustees meeting schedule.
C. Hess seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Action Item - FY19 Budget

A. Adopt the FY19 Budget approved by the Finance Committee

A presentation containing data for the ending projection for FY18, Per Pupil revenue, personnel and other expenses for FY19 was given by G. Lee, a member of the finance committee. Following her presentation the board had a length discussion, which resulted J. Harber's motion to approve the FY19 budget.
J. Harber made a motion to adopt the FY19 budget approved by the Finance Committee.
C. Hess seconded the motion.
The board **VOTED** unanimously to approve the motion.

VI. Information Items

A. ED Report

The ED report discussed two things, Middle School enrollment and Elementary School space.

MS Enrollment
A. Rubin gave an update on the currently enrollment status, which included student counts, goals, and targets for each grade level for the FY19 school year. This led to a board discussion.

Elementary School Space
Executive director gave a brief update on the where the process is in finding a space for the elementary school.

VII. Thank You Jonathan Latimer

A. Presentation to JL for his service to the board

The Executive Director expressed gratitude to Jonathan Latimer and thanked him for his contributions and services to the board. J. Latimer was presented with a plaque followed by a circle-up where everyone gave appreciations.

VIII. Executive Session

A. Executive Session - Annual Executive Director Evaluation Discussion

All non-members of the board in attendance were to leave the room while the board of trustees had a private executive session.

IX. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,

J. Harber