



# Amani Public Charter School

## Amani Board Meeting

Published on September 9, 2024 at 10:58 AM EDT

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### Date and Time

Monday September 9, 2024 at 6:00 PM EDT

### Location

Hybrid

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance			1 m
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes	Approve Minutes		1 m
<b>II. Chairs Report</b>			<b>6:02 PM</b>
<b>A.</b> Report on Retreat	FYI	Max Smith	5 m
<b>B.</b> New Officers	FYI	Max Smith	5 m
		Max Smith - Chair	
		Gina Sardi - Vice Chair	

	Purpose	Presenter	Time
Sondra Wu Dunn - Secretary John Kuo - Treasurer			
<b>C.</b> Resolution: New Trustee	Vote	Max Smith	5 m
<b>III. School Report</b>			<b>6:17 PM</b>
<b>A.</b> Opening Report Staffing Enrollment Parent/Community Engagement Student Engagement	FYI	Debra Stern	5 m
<b>B.</b> Instructional Report Performance - report out on the NYS Exam Results	Discuss	Jennifer Ciavarella	5 m
<b>C.</b> Operational Report Air Conditioning Proposal	FYI	Bruce Tanner	5 m
<b>D.</b> Finance Report Niamh and CSBM	Discuss	Niamh Thurman	10 m
<b>IV. Committee Reports</b>			<b>6:42 PM</b>
<b>A.</b> Finance Committee	FYI	John Kuo	5 m
<b>B.</b> Educational Accountability	Discuss	Latoya Attis	5 m
<b>C.</b> Governance Policy Review	FYI	Gina Sardi	5 m
<b>V. Other Business</b>			<b>6:57 PM</b>
<b>A.</b> Amani Elementary Report on CSGF meeting Update Time Line	FYI	Debra Stern	5 m
<b>VI. Closing Items</b>			<b>7:02 PM</b>
<b>A.</b> Adjourn Meeting	Vote		

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Board Retreat - 8\_28 Meeting Notes (1).pdf

## Amani Public Charter School Board Reorganization Meeting Notes

Date: Wednesday, August 28

Time: 8:00 am 3:45 pm

Location: Third Floor

8:00 am 9:43 am: Board Joins Orientation Events (Cafeteria)

10:00 am 10:05 am: Call to Order and Welcome

**Led by Stephanie**

10:05 am 11:00 am: Review of Board Policies

**Led by John**

Presentation of current policies

Discussion of proposed changes

Vote on policy updates

Policy Review Notes:

Role: 2 year term Board

Oversight not management

Committees

Exec. committee/Governance:

Finance

Education Accountability

Committees Subset

Ad hoc committees: Capital Campaign, Fundraising

11:00 am 11:55 am: CEO Evaluation and Support

**Led by Dr. Moss**

Review of CEO performance metrics and goals

Discussion of CEO achievements and areas for growth

Identification of board support needed for CEO success

How does school define academic excellence?

Scope of learning

Board to make sure tools are in place to meet the goals

Noon 12:45 pm: Lunch (Cafeteria)

1:00 pm 2:15 pm: Board Reorganization

**Led by Dr. Moss**

1. Review of board structure and roles

2. Officer Elections

Nominations:

Chair: Max Smith

Vice Chair: Gina (Stephanie (1), Alex(2)

Secretary: Sandra, Stephanie (1), Gina (2)

Treasurer: John, Stephanie (1) Paul (2)

Discussion of candidates and responsibilities

**Voting results:**

Chair: Max

Vice Chair: Gina

Secretary: Sandra

Treasurer: John

**3. New Officer Remarks**

Statements from newly elected officers

Discussion of priorities for the coming year

**4. Committee Review**

Finance Committee: John, Alex, Paul, Max

Educational Accountability Committee - Gina, Sondra, Stephanie, Max

Executive Committee: Gina, Stephanie, Latoya

**5. Board Roles and Responsibilities**

Board Chair (Max):

Set direction for Board

Setting meeting agenda with Debra

Meet regularly with ED

Run board meetings

General oversight of the Board

Vice Chair:

Chairs Exec Cte or Governance

Recruit BD members

Governance issues

CEO Evaluation

Secretary:

Compile minutes

Posting

Open meeting laws

Internal forms

Treasurer:

Finance cte

Health

External accountant

Finance at org level

Chair needED for academic excellence cte

2:30 pm 3:15 pm: Expansion Discussion

**Led by Debra**

Presentation of the expansion proposal

Discussion of potential impacts and considerations

Next steps and action items

3:15 pm 3:30 pm: Adjournment

Review of action items and next meeting date

Additional Notes:

Governance Committee:

Recruitment

Recommendation

Bylaws Governance

PTA Representative

Nominating shall be a guest

Approval process

Elected every 2 years (1 or 2 years)

Strategic Planning:

3 Year Plan: Timing, Audit process, Board outreach

5year Financial Plan Strategic Plan

Align goals

BOY (Beginning of Year):

Review Data NYS

Opening updates: Staffing, Enrollment, Parent community engagement, Field trips

Compliance and Accountability:

Compliance issues: Making sure there is communication on this

Align with the state performance framework

Data Dashboard:

Baseline year for academics

Academic Goals:

Specific Goals: Each Year Growth

Academic Gains each year

Set Date for Academic Goals

Define framework

Dashboard

Financial Planning:

Time Frame Long term:

How to look at improvement over years

Miscellaneous:

Alumni Base Going

First Board Meeting: Report out of EOY dashboard data, Collected and new baseline

Baseline: Start evaluation process early for more robust

Five Year Financial Plan:

4:00 pm 6:00 pm: Community Happy Hour

Location: Rockwells, 105 Wolfs Lane, Pelham, NY

Gina, Stephanie and Max joined 25 members of the staff.

# Coversheet

## Resolution: New Trustee

**Section:** II. Chairs Report  
**Item:** C. Resolution: New Trustee  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Board Resolution and Cover Letter - New Trustees.pdf



Monday, September 9, 2024

## BOARD RESOLUTION

### APPOINTMENT OF NEW TRUSTEE

At a meeting of the Board of Trustees of Amani Public Charter School, held on September 9, 2024, the following resolution was adopted:

WHEREAS, it has been determined by the Board of Trustees that the addition of new Trustees would be beneficial for the growth and development of Amani Public Charter School;

NOW, THEREFORE, BE IT RESOLVED that the following individual(s) are hereby appointed as new Trustees of Amani Public Charter School, effective immediately:

1. Latoya Altis

BE IT FURTHER RESOLVED that the President of the Board, Max Smith, is authorized and directed to notify the above-named individuals of their appointment and to provide them with all necessary documentation, information, and orientation materials related to their role as Trustees.

BE IT FURTHER RESOLVED that the Secretary of the Board is directed to update the official records of Amani Public Charter School to reflect the appointment of these new Trustees.

BE IT FURTHER RESOLVED that the contributions and expertise of these new Trustees are highly anticipated and greatly appreciated by the Board.

IN WITNESS WHEREOF, the undersigned, being all of the current Trustees of Amani Public Charter School, have executed this Resolution on the date first above written.

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Max Smith, Jr.  
President, Board of Trustees





## MOTION

Motion # : *The Amani Public Charter School Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to select Latoya Altis as a member to its Board of Trustees, with a term expiring on June 30, 2027, pending approval by NYSED. The resolution approving BOARD MEMBERS NAME is adopted upon NYSED's approval.*

# Coversheet

## Operational Report

**Section:** III. School Report  
**Item:** C. Operational Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** \_24-25 Air Conditioning Proposal.pdf



**Request for Proposal**  
For  
**Air Conditioning Units**  
For  
**First and Second Floor**

**STATEMENT OF PURPOSE**

Growing evidence demonstrates that heat impairs student learning and negatively impacts school morale. A potential policy solution is investing in air-conditioning. High temperatures have been found to decrease productivity in both teachers and students. Hot classrooms may prevent children from learning effectively, and teachers from teaching effectively, due to discomfort, exhaustion, or slowed cognition. High temperatures may also lead to increased absenteeism in schools ([Randell and Gray, 2016, 2019](#)). Classroom air conditioning is also one of the many aspects of educational inequality.

Understanding the budget and facility constraints, we have sought out alternative affordable options. We had Prisco Appliances and Planet TV and Appliance both come out to Amani and give us an estimate on the type of work and cost it would take to put air conditioners in the classrooms on the first floor and second floor.

Prisco Appliances: \$16,250

Planet TV and Appliance: \$12,955

**Specifics**

- Window Units
- Bracket Supports
- Plexiglass filler
- 15 large units
- 2 small units
- Delivery and Installation

\*\*It does not appear to be a need for additional electrical work so this is the cost.

