

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.