



# Forte Preparatory Academy

## Minutes

### Forte Prep Board Meeting

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#### Date and Time

Wednesday September 21, 2022 at 7:00 PM

#### Location

- 51-35 Reeder Street (Forte Prep)
- CLEAR Offices: 65 East 55th Street (Btwn Madison and Park), 16th floor
- Zoom

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#### Directors Present

A. Rothman, D. Moskowitz, E. Winn, F. Lin, L. Friscia, L. Rodriguez (remote), V. Abrams, W. Yip

#### Directors Absent

C. Morris

#### Ex Officio Members Present

G. Browne (remote)

#### Non Voting Members Present

G. Browne (remote)

#### Guests Present

Christine, Justin Smith (remote), Katie Mullen (remote), Leslie Rich (remote)

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## **I. Opening Items**

### **A. Record Attendance**

### **B. Call the Meeting to Order**

L. Friscia called a meeting of the board of directors of Forte Preparatory Academy to order on Wednesday Sep 21, 2022 at 7:03 PM.

### **C. Approve Minutes**

L. Friscia made a motion to approve the minutes from Forte Prep Board Meeting on 08-17-22.

D. Moskowitz seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Finance**

### **A. Review Financial Update**

Next Finance comm meeting is next week. Leslie Rich provided overview of monthly finances update as provided to SUNY,

Audit in progress and going well. Met with auditor last week; still a few open items but expect to end audit on time. Will be joining next meeting to present draft financials.

## **III. Governance**

### **A. Committee Update**

Voted on Charter Amendment to become 5 -12 grade; No sense of timing when we'll hear back. Christal is stepping down, and Lisa will be stepping down in a few months. Gaps in school leaders experience and HR talent. Graham is beginning to think of people in network who might be right fits to join board

## **IV. Academic Excellence**

### **A. Committee Update**

Alexie Rothman shared updates from AA committee meeting including that 5th grade is currently slightly enrolled, and that there are two charter schools in close proximity to Forte Prep that are providing competition for enrollment for Forte Prep. Overall population in K-8 have declined 8-12% citywide. Forces FP to think strategically about 5th grade recruitment strategies. Discussion of camps, outreach to elementary schools, etc.

## **V. Development**

## **A. Committee Update**

About to have a bunch going on in fundraising space - giving Tuesday. Discussion of doing in person event in early December - 1st, 8th, 15th. Request for space to use for free. Could use two more people on fundraising committee. Meeting coming up with Walton. Rooftop at Hard Rock; likelihood of free space in January is greater because December will be hard with holiday events. VIP area can accommodate 35 people. Also possible for Giving Tuesday, Nov 29. Benefit to give in 2022 is for calendar year donations. Estimated size of 30-45 people.

## **VI. ED Update**

### **A. General Update**

Beginning of school year -- masks optional but maintaining systems from last year to keep students safe. Have designated all spaces 1, 2, 3 to denote purpose of space -- food, physical activity, tutoring etc.

Beginning of Latinx month - FP full of cultural initiatives to celebrate heritage of families. HS planning updates - submitted charter amendment; hoping to hear from SUNY soon to put on next vote; GB and Bridget traveling to Boston to observe systems in several schools, including Excel, Middlesex, Milton, Boston Latin and Boston Collegiate Facility - Leaning toward Lutheran school facility in Glendale as incubator space - full size gym and stage, can incubate for 9th and 10th grade; having discussions with Verona re: a possible existing building for full HS instead of using Pi Capital option across the street. Launching a HS school leader search in October; deciding whether to engage BES in search capacity to source and vet leader candidates.

Middle school leader search after charter amendment approval

Launching new website next month, including HS mini-site

Faculty at FP who are interested in moving to HS - many involved in founding of FP and also eager for leadership opportunities at HS level

Discussion of bringing in expediter as soon as possible, and having EdTech model facility reimbursement based on term sheet

Enrollment - Doing outreach to increase 5th grade numbers; fully hired for staff

School day shortened to 7:50 - 3:45 this year; lunch in person in cafeteria for first time; got rid of digital literacy

Board request to see trimester data at next board meeting. AA committee can present at next board meeting.

### **B. ESSA Title Consultation and Collaboration**

ESSA allocation. Title I is \$75K; Title II is 10K to recruit staff; Title III is 9K for ELL instruction; Title IV is 10K to increase capacity of school.

### **C. Board Chair Vote**

Fiona Lin voted Board Chair

## **VII. 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,  
A. Rothman