

APPROVED



# Forte Preparatory Academy

## Minutes

### Board Meeting

Forte Prep Full Board Monthly Meeting

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#### Date and Time

Wednesday September 18, 2024 at 6:30 PM

#### Location

In Person Meeting location: 333 7th Avenue (11th Floor);  
New York, NY 10001

Join Zoom Meeting: <https://zoom.us/j/94001336885?pwd=K1AvOWN4MWM3U3VoSytQNkU5U1NDZz09>

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#### Directors Present

E. Winn, F. Lin, J. Cordero, J. Schilling (remote), K. Mullen, L. Mendez, L. Rodriguez (remote),  
S. Song, V. Abrams (remote), W. Yip

#### Directors Absent

*None*

#### Ex Officio Members Present

G. Browne (remote)

#### Non Voting Members Present

G. Browne (remote)

#### Guests Present

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J. Smith (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

F. Lin called a meeting of the board of directors of Forte Preparatory Academy to order on Wednesday Sep 18, 2024 at 6:36 PM.

### C. Approve Minutes

F. Lin made a motion to approve the minutes from Forte Prep Board Meeting on 07-17-24.

W. Yip seconded the motion.

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

## II. Finance Committee

### A. Review June actuals (close SY23-24 books)

Ed Tech team walked us through the current financials. All things are in order. We will likely look at the F724 Audit at the October Meeting.

### B. Board Training (EdTec) - FPA Financials (20 min; 10 min Q&A)

Ed Tech team provided a training for all board members re: how to read financial statements and how to understand sources of revenue, including federal and state funding. The training also covered monthly financials.

## III. Governance Committee

### A. New Board members (prospecting)

Committee reminded the full board that we are recruiting for two new board members. Our target is to have them in-seat by the end of 2024. We will likely need to have conversation

Ask to the full board: Think about your networks and people you know who may be good fits for the FPA Board.

## IV. CEO updates

### A. New SY24-25 launch

Graham Browne (CEO) shared a summary of the beginning of the school year, including images from the Middle and High School.

Graham and Justin highlighted:

- 10th grade academic team is part of a community of practice via the Charter School Growth Fund with other New York State math teachers.
  - Latino Heritage Month event -- over 100 attendees -- Board member, Katie and her team supported this event
  - Student Podcast
  - Sports Partnerships -- NYC Soccer Initiative (first with an NYC charter) -- Board Member, Lorenzo, helped broker this partnership
- Graham shared that the high school building construction progress is going well. He noted that to fully outfit the new building with all necessary equipment (laptops, library, sports, etc..) it will be a large fundraising push.

## **V. 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 8:06 PM.

Respectfully Submitted,  
F. Lin