

APPROVED



# Forte Preparatory Academy

## Minutes

### Board Meeting

Forte Prep Full Board Monthly Meeting

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#### Date and Time

Wednesday November 20, 2024 at 6:30 PM

#### Location

In Person Meeting location: 333 7th Avenue (11th Floor)

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

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#### Directors Present

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

#### Directors Absent

E. Winn, J. Cordero

#### Ex Officio Members Present

G. Browne (remote)

#### Non Voting Members Present

G. Browne (remote)

#### Guests Present

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Guest: Alejandra Espinosa, Janeya Hisle (EdTec) (remote), Justin Smith (remote)

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## I. Opening Items

### A. Call the Meeting to Order

F. Lin called a meeting of the board of directors of Forte Preparatory Academy to order on Wednesday Nov 20, 2024 at 6:38 PM.

### B. Record Attendance

### C. Approve Sept & Oct Board Minutes

F. Lin made a motion to approve the minutes from Board Meeting on 09-18-24.

K. Mullen seconded the motion.

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

F. Lin made a motion to approve the minutes from Board Meeting on 10-16-24.

K. Mullen seconded the motion.

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

### D. Welcome & Intros (2 Board prospects)

The Board welcomed & shared introductions with guest & Board prospect Alejandra Espinosa, who is a Forte Prep MiddleSchool alumni parent.

## II. Governance Committee

### A. Review & vote on Board By-laws revision

The Board discussed 2 revisions to our current By-laws.

1. Add an Audit Committee description, following guidance/recommendation from Forte Prep's audit team.

2. Delete the current Board term limit (to 2 terms, each 3 years)- Article III, section 4. The Board discussed downsides/risks; we then confirmed that Article III, Section 8 mitigates this risk:

Section 8: In accordance with New York State Education Law subdivision 226(8), the Board may remove or suspend from the office by vote of a majority of the entire Board any Trustee, Officer or employee engaged under special contract, on examination and due proof of the truth of a written complaint by any trustee, of misconduct, incapacity or neglect of duty; provided, that at least one week's previous notice of the proposed action shall have been given to the accused and to each trustee by Registered Mail.

F. Lin made a motion to Add an Audit Committee charter to the Forte Prep Board Bylaws.

L. Mendez seconded the motion.

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

F. Lin made a motion to Delete Article 3, section 4 sentence "No Trustee shall serve more than two (2) consecutive, three-year terms."

K. Mullen seconded the motion.

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

**B. Confirm & prep for Dec retreat**

The Board confirmed a Dec 11 date for both the monthly Dec full Board meeting and the Board annual retreat.

**C. New Board members (Vote)**

**III. 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,

W. Yip

**B. [In Executive Session] the Board Voted to invite Alejandra Espinosa to join the Board.**