APPROVED

Next Generation Charter Schools

Minutes

Board Meeting

Date and Time
Thursday September 22, 2016 at 6:30 PM

Location
180 W. 165th St., Bronx, NY 10452

Trustees Present
A. Ferranti, A. Laraway, C. Corrigan, G. Goldsmith, J. Haber, J. Lee, T. Bryan

Trustees Absent
None

Trustees who arrived after the meeting opened
J. Lee, T. Bryan

Guests Present
Aaron Hunt, J. Finney, K. Whittaker, M. Alston, M. Rousseau (remote), T. Milsap, T. Williams

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

A. Laraway called a meeting of the board of trustees of Next Generation Charter Schools to order on Thursday Sep 22, 2016 at 6:38 PM.
Ms. Laraway reviewed the agenda and called the meeting to order.

C. Approve Minutes

Ms. Corrigan requested that the minutes be amended to reflect a conversation about the threshold requirements for requiring RFPs.
A. Laraway made a motion to approve minutes per the proposed amendment.
G. Goldsmith seconded the motion.

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

II. Public Comments

A. New item

No members of the public were present and wanting to comment.

III. Finance

A. Financial Report

Ms. Corrigan presented the Finance update, including some changes to the current fiscal year budget. Ms. Corrigan explained impact to the budget of a change to the staff health benefits; based on current enrollments, it is projected that is that expenditures will be significantly less than budgeted. Several budget areas may be larger than expected, including per pupil revenue and salary.The School received a NYS grant that will be added to the budget.
J. Lee arrived.
T. Bryan arrived.
C. Corrigan made a motion to approve the financial statements from June 2016, July 2016 and August 2016.
A. Laraway seconded the motion.
The board **VOTED** unanimously to approve the motion.
Ms. Corrigan discussed an investment policy drafted by the Finance Committee. The Commitee will follow up with the charter authorizer about guidelines for cash-on-hand.
J. Haber made a motion to notify CSSS of the decision to terminate the Financial Advisory agreement.
T. Bryan seconded the motion.
The board **VOTED** unanimously to approve the motion.
M. Rousseau arrived.
M. Rousseau left.

IV. Update from LHA CEO, Khori Whittaker

A. Update

Mr. Whittaker discussed the process of acquiring financing to purchase the current facility during the window that opens in the next fiscal year. Ms. Corrigan led a discussion about hiring a financial advisor to lead the process on behalf of the Board. Ms. Corrigan will work with LHA to finalize the request for proposals and it will be sent out to various parties for response. Jerry Ballard will provide the board with a detailed timeline for the process by September 28. The board discussed whether to terminate its agreement with CSSS to serve as its financial advisor.

Mr. Whittaker updated the board that the insurance provider will be present at the October board meeting to discuss the Director and Officers insurance. Mr. Whittaker provided an update about LHA. LHA has been considering adding fundraising into its model for purposes such as marketing, creating a more stable network, and other endeavors. Lynesse Harris at LHA is available to support any fundraising efforts that the school decides to undertake.

Mr. Whittaker presented a draft tool the Board might use to evaluate LHA that functions on execution of the contract; function; feedback about individual staff; and LHA reflection on the review. The board discussed implementing the tool this fall for the 2015-2016 school year, and in May of each year moving forward. Ms. Milsap will provide the Board with an electronic version of the document.

V. Education Committee

A. Education Committee Update

Ms. Lee presented an update on the Education Committee. The proposed dashboard will be discussed during the Principal's Report. Ms. Farrenti discussed a non-profit board leadership program at Columbia Business School that provides an MBA student to complete a project for a board; the Education Committee is considering a proposal to bring on a fellow to help create the dashboard.

VI. Principal's Report

A. Principal's Report

Ms. Williams discussed the goals and indicators for the school year. The board discussed the proposed goals and indicators, how the board will know about the school is progressing toward the SIP goals, and how it compares to prior years. Board members will provide any additional feedback to the Education Committee. The Committee, along with the Principal, will provide an updated draft at the next meeting.
Ms. Williams provided an update on the start of the school year, including school culture. Parent teacher conferences will occur at the beginning of October. The school will be refining the criteria for the Principal's List and will be adjusting the grading scheme to more closely reflect scholar learning. An after school program and the response-to-intervention program will begin in October to support scholars with additional learning needs. Ms. Williams discussed the use of restorative practices at the school to manage student disciplinary issues.
J. Haber made a motion to approve the four candidates presented for hire.
J. Lee seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. RVP Report

A.

RVP Report

Ms. Milsap reported on the coaching and instructional "walk-throughs" that began this week. Ms. Milsap reported that there is currently only one teacher vacancy - in Special Education - the leadership team make strong progress filling 14 vacant spots for the beginning of the school year. Ms. Milsap provided an update on data driven instruction and will provide a more complete update at the next meeting. Ms. Milsap provided an overview of the activities she intends to observe and provide coaching on throughout the year.
Ms. Milsap proposed a set of goals for monitoring progress on instructional leadership and will share the twice-annual rubric for evaluating progress.
Ms. Milsap will provide an update on the CPA. Ms. Russell will follow-up with the DOE to review how the CPA can get in the directory of high schools.

VIII. Board Chair Update

A. Board Chair Update

Ms. Laraway did not have any additional updates.

IX. MDO Report

A. Managing Director of Operations

Ms. Alston provided an update on various issues relating to the facility, as well as a climate survey that will be conducted with the staff.

X. Executive Session

A. Executive Session

K. Whittaker left.
T. Williams left.
M. Alston left.
J. Finney left.
The Board discussed a personnel issue. The Board discussed a potential litigation matter.
A. Laraway made a motion to approve the hire of David Martin as principal of the College Preparatory Academy.
J. Lee seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. New item

XI. 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 9:09 PM.

Respectfully Submitted,
J. Haber