THE CHARTER HIGH SCHOOL FOR LAW AND SOCIAL JUSTICE
1960 UNIVERSITY AVENUE
BRONX, NY 10453
(T) 347-696-0042
(F) 718-744-2007

September 18, 2025 Board Minutes

Minutes of the Board of Trustees Meeting
Date: September 18, 2025
Location: Middle School Campus, 121 E. 177th Street, Bronx, and via Zoom
Time: 6:00 p.m.

Trustees Present:

In Person:

- Jack Callahan, Chair
- Richard Burke, Executive Director/Head of School

Virtual:

- Linnet Tse
- Amy Fuller
- Ben Hirsch
- Janine Azriliant

Also Present:

- Jose Ferrer, High School Principal
- Brian Landin, Middle School Leader (referenced in discussions)

Absent:

- Christian Bannerman
- Jumaane Saunders
- Rick Marsico
- Rina Beder

I. CALL TO ORDER

Chair Jack Callahan called the meeting to order at 6:03 p.m. at the Middle School campus. A quorum was confirmed.

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II. CONSENT AGENDA

Motion: Linnet Tse motioned to approve the August 21, 2025, Board meeting minutes.
Seconded: Amy Fuller
Vote: Unanimous approval.

III. REORDERING OF AGENDA

Chair Jack Callahan noted that several Trustees might need to leave before the end of the meeting. On his motion, without objection, the Board agreed to reorder the agenda so that action items requiring a vote (approval of the FY2025 audit, hiring of new employees, and Mr. Burke's contract) would be taken up immediately following the consent agenda.

IV. ACTION ITEMS

A. Approval of FY2025 Audit

Motion: Linnet Tse motioned to approve the FY2025 Audit as presented.
Seconded: Amy Fuller
Vote: Unanimous approval.

B. Approval of Hiring 2025–26 Staff Package

Motion: Amy Fuller motioned to approve the hiring package.
Seconded: Linnet Tse
Vote: Unanimous approval.

C. Approval of Richard Burke Contract

Motion: Linnet Tse motioned to approve the contract.
Seconded: Amy Fuller
Vote: Unanimous approval.

V. FINANCIAL REPORT

Mr. Burke presented the start-of-year financial report:

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- Opening cash $4.99M; 101 days of cash on hand.
- Unencumbered cash $1.71M.
- Projected $2.9M revenue vs. $2.3M expenses—slight surplus if enrollment holds.
- Concern: middle school enrollment 129 vs. planned 190–200; high school 485 vs. 470 projected.
- A discussion ensued about ATS versus PowerSchool counts and per-pupil billing.

VI. EXECUTIVE DIRECTOR'S REPORT

Mr. Burke reported on enrollment push, finances, and middle school strategies.

Mr. Ferrer reported:

- Smooth high school opening and new teacher onboarding.
- Strong family turnout at events; cell phone policy aligned to state law.
- 9th grade entirely paperless with iPads; staff trained on AI instructional tools (ConMingo, Quillbot).
- Pre-start events (IDs, yonder pouches) successful.

VII. CHAIRMAN'S REPORT

Chair Callahan gave an update on New Markets Tax Credit closing and the 200 W. Tremont facility progress—walls and doors up, heavy equipment installed, aiming for CO in spring. Final permit obtained for high school building.

VIII. COMMITTEE REPORTS

- **Finance Committee:** Met with auditors on Tuesday to review the audit.
- **Academic Committee:** Sarah's data work praised; teachers embracing new data tools like Formative; described as "year of academic excellence."
- **Fundraising:** Ben Hirsch reported on the NYC Marathon team training, a $15,000 fundraising goal, and good morale.
- **Governance:** Board retreat planning has been deferred due to scheduling conflicts.

IX. EXECUTIVE SESSION

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Motion: Linnet Tse motioned to enter the executive session to discuss personnel matters.
Seconded: Amy Fuller
Vote: Unanimous approval.

The Board entered executive session.

After approximately 10 minutes, the Board voted to exit executive session. Chair Callahan stated that no members of the public were present.

X. PUBLIC COMMENT

No public comments submitted or presented.

XI. NEXT MEETING

The next Board of Trustees meeting is scheduled for Thursday, October 16, 2025, at 6:00 p.m.

XII. ADJOURNMENT

Motion: Amy Fuller motioned to adjourn.
Seconded: Janine Azriliant
Vote: Unanimous approval.
Meeting adjourned at 7:35 p.m.

Jack Callahan, Chairperson

10/2/25