

**Charter High School for Law and Social Justice
Board of Directors Meeting Minutes
June 25, 2015, 6:30pm
New York Law School, 185 West Broadway, Room C425
New York, NY 10013**

Present: Janine Azriliant, Jenn LaMarsh, Cynara McQuillan, James O'Neal, Rick Marsico, Linnet Tse

Absent: Darren Johnson, Katie Smelas, Mary Ellen Sullivan

1. Welcome and Call to Order

2. Approval of the Minutes of the Meeting of the Board of Trustees of May 13, 2015 (Exhibit One to June 25, 2015 agenda)

On motion by Jenn LaMarsh and second by Janine Azriliant, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the minutes of the Board of Trustees meeting of May 13, 2015, attached as Exhibit One, are approved.

3. Approval of the 2015-16 Budget (Exhibit Two to June 25, 2015 Agenda)

On motion by Janine Azriliant and second by Cynara McQuillan, the Board adopted the following resolution by unanimous vote:

WHEREAS the Board of Trustees (the "Board") of The Charter High School for Law and Social Justice (the "School") has applied to the New York City Department of Education for a rental subsidy; and

WHEREAS the School has not yet heard whether it will be receiving the subsidy; and

WHEREAS if the School receives the subsidy it expects to receive \$250,000; and

WHEREAS the Board must adopt a budget for the 2015-16 academic year; it is hereby

RESOLVED that until the School receives confirmation that it will receive the subsidy the Board adopts the budget attached in Exhibit Two that does not include the subsidy; and it is further

RESOLVED that immediately upon confirmation that the School will receive the subsidy, the Board adopts the budget in Exhibit Two that includes the subsidy.

4. Amendments to Financial Policies and Procedures Manual (Exhibits Three and Four to June 25, 2015 agenda)

On motion by Jenn LaMarsh and second by Janine Azriliant, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Financial Policies and Procedures Manual, attached as Exhibit Three, is amended as follows:

Replace the first paragraph under Contracts and Leases, page 18, with the following first paragraph:

The Principal has the authority to negotiate and sign contracts up to \$10,000 without prior approval of the Board of Trustees. The Principal and the Board President will be authorized individually to negotiate and sign contracts and lease agreements for more than \$10,000 as approved by the Board of Trustees and documented in Board minutes.

Add the Financial Policies and Procedures Addendum, attached as Exhibit Four, to the Manual.

5. Professional Services Agreements-Charter School Business Management (Exhibits 5A and 5B to June 25, 2015 agenda)

On motion by Jenn LaMarsh and second by Cynara McQuillan, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board president or his designate is authorized to sign the agreements with Charter School Business Management for financial support services and grant writing support services, attached as Exhibits 5A and 5B, respectively.

6. Stipend Award-Simon Obas

On motion by Janine Azriliant and second by Linnet Tse, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board approves a stipend of \$1,000.00 for Simon Obas for work performed for the School between April 18, 2015 and May 14, 2015.

7. Facilities Update (Exhibits 6A, 6B, and Seven to June 25, 2015 agenda)

On motion by Linnet Tse and second by Cynara McQuillan, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees (the "Board") of The Charter High School for Law and Social Justice that the terms of the Lease Term Sheet and Analysis for 34 Westchester Square, attached as Exhibits 6A and 6B, are acceptable and the Board can move forward with negotiating a lease.

8. Adoption of Student Code of Conduct (Exhibit Eight to June 25, 2015 agenda)

On motion by Jenn LaMarsh and second by Janine Azriliant, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board adopts The Charter High School for Law and Social Justice Student Code of Conduct attached as Exhibit Eight.

9. Adoption of Policies (Exhibits 9A, 9B, 9C, 9D, 9E, 9F, 9G, 9H, 9I, 9J)

On motion by Janine Azriliant and second by Linnet Tse, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the following policies are adopted:

Attendance Policy (9A)

Child Abuse in an Educational Setting (9B)

Report of Child Abuse or Maltreatment (Exhibit 9B-1)

Meals and Refreshments (9C)

Policy Prohibiting Disability Discrimination (9D)

Policy Regarding Complaints Involving Violations of Law or School Charter (9E)

School Wellness (9F)

Special Education Policies

Policy Regarding Students with Disabilities Pursuant to the Individuals with Disabilities Education Act (9G)

Pre-Referral Approaches and Response to Intervention Plan (9H)

Policy Regarding Confidentiality of and Access to Individualized Education Programs (9I)

Student Health Services (9J)

10. Insurance (Exhibit 10 to June 25, 2015 agenda)

On motion by Jenn LaMarsh and second by Cynara McQuillan, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees (the "Board") of The Charter High School for Law and Social Justice (the "School") that the Board President is authorized to bind the insurance described in Exhibit 10 in his discretion as he deems appropriate for the School and to arrange for payment for such insurance.

11. Summer Bridge Program Report

Principal Samantha Pugh gave an update.

12. Election of Board Members

On motion by Janine Azriliant and second by Jenn LaMarsh, the Board adopted the following resolution by unanimous vote:

The Board of Trustees of the Charter High School for Law and Social Justice, having conducted a thorough background search via a fingerprint scan as required and having discovered no State or federal criminal history, or having provided such history to SED if found, has voted to select Lawrence Grosberg and Charles Flynn as final candidates to its Board of Trustees, with terms expiring June 30, 2018, pending approval by SED. This resolution approving Lawrence Grosberg and Charles Flynn is formally adopted upon SED's approval.

On motion by Jenn LaMarsh and second by Janine Azriliant, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the following individuals are elected as members of the Board of Trustees for a three-year term, running from July 1, 2015-June 30, 2018:

**Cynara McQuillan
Darren Johnson**

13. Election of Board Officers

On motion by Jenn LaMarsh and second by Cynara McQuillan, the Board adopted the following resolution by unanimous vote:

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the following individuals are elected as officers for a one-year term, running from July 1, 2015-June 30, 2016:

**President: Rick Marsico
Vice-President: Jenn LaMarsh**

Treasurer: Linnet Tse
Secretary: Katie Smelas

14. Next Meeting

The next Board meeting will be held on Wednesday, July 22, 2015, at 6:30pm at The College of Mount Saint Vincent.

15. Adjournment

Upon motion by Janine Azriliant and second by Jenn LaMarsh, the Board of Trustees of The Charter High School for Law and Social Justice unanimously voted to adjourn the meeting.