

# THE CHARTER HIGH SCHOOL FOR LAW AND SOCIAL JUSTICE



**EXCELLENCE • CHARACTER • COURAGE • COMMITMENT**

**Minutes–Board of Trustees Meeting, November 17, 2022**

In Person: Sarah Fuentes,

By Zoom Conferencing: John Callahan, Denis O'Rourke, Charmone Adams, Dan Sang, Jumaane Saunders, Rick Marsico, Linnet Tse, Janine Azriliant  
Socrates Solano

Executive Director Richard Burke in person, Principal Liz Runco (Zoom) and Robin Sharpe(Dir. SPED) in person

Absent-, Christian Bannerman

Welcome, and Call to Order- Mr. John Callahan welcomed and called the Meeting to Order at 6:05 PM, thanked everyone for attending, and thanked Denis O'Rourke for his 5 PM presentation on the Middle School curriculum.

Mr. Callahan asked if anyone had questions about items on the Consent Agenda. The consent agenda had no comments, and it was accepted.

Mr. Callahan asked Mr. Burke to review the Financials.

Financials-

Mr. Burke began reviewing the financials and shared his screen. Mr. Burke said our finances showed we had 139 days of cash (\$4,759,715.00). Mr. Burke stated that this is the fourth month of the new year, and we are heading for a small deficit compared to the approved Budget, which had a small surplus. He said they are seeing high costs increase across the Board due to inflation. Mr. Burke spoke to the fact that some expenses were only in the first few months, and thus the projection would be high for the year. Mr. Burke with Mr. Portugal will make those adjustments for the next month.

Executive Director Report- Mr. Burke talked about how October was filled with positive cultural and academic achievements in the school. He spoke of the positive culture and events that have strengthened the culture, including school dance, after-school, and team sports accomplishments. He talked about the increased teacher absence due to flu and covid. Mr. Burke then asked Ms. Runco to discuss some academic aspects of the month. Ms. Runco spoke about the end of the quarter and the



upcoming Parent-teacher conferences. She also spoke about our efforts to increase on-time attendance and how we incentivize attendance. Robin Sharpe then spoke about the "Sunshine Committee" and efforts for positive celebrations in the school and efforts to increase staff morale. Mr. Burke spoke of the Asst. Commissioner for Bilingual reaching out at the urging of Regent Ferrer, who spoke highly of her visit. Mr. Burke also talked about the visit to NY Law School for the Mock Trial coming up

Chairman Report -Mr. Callahan spoke and then updated on the building options for the Middle School and the status of the temporary space until the building is finished.

Mr. Callahan called for Committee Reports.

Finance-Mr. Callahan mentioned that the Finance Committee had met and reviewed the August Financials, and Mr. Burke had spoken to the financials earlier.

Academic Committee- Ms. Fuentes spoke that the Academic Committee meeting that took place on Tuesday and the Committee looking at teacher Unit Plans and our Assitant Principals Brian Landin and Yari Alba being present with Liz Runco to discuss the plans and teacher coaching in the school. Ms. Fuentes and Mr. O'Rouke spoke about how positive it is meeting them and getting to discuss what happens in the school instructional daily as educators. Ms. Fuentes said of the positive actions being taken in the school daily. Ms. Fuentes also spoke about using a prepackaged curriculum and how that could benefit the coaches, so they concentrated more on differentiation and instruction than lesson planning. Mr. Burke said about data and using data during the covid time.

Governance- Mr. Callahan said that the Governance would meet in December,

Fundraising Committee- Mr. Burke said that our updated Annual Report was almost completed and would share it by the end of the month so we could send it out before the December holidays and the new tax year.

Mr. Callahan said the SED sent one item of new business to all charters to amend their charters, so reducing enrollment was not a material revision and could be approved by the SED without hearings and all requirements of a material revision.

Mr. Callahan called for a motion, Ms. Tse moved, and it was voted on and approved:

The Board of Trustees of the Charter High School agrees to the proposed change to the charter agreement, which will give NYSED the authority to approve enrollment changes within limits already approved by the Regents.

Approved and accepted.



Mr. O'Rourke moved to adjourn, seconded by Ms. Fuentes, and approved at 6:45 PM.

Next Meeting: ~~January 19, 2023, 6:00 PM.~~

*December 15th, 2022, 6:00 pm*

*[Handwritten signature]*

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John Callahan

