

**Charter High School for Law and Social Justice
Board of Directors Meeting Minutes
May 13, 2015, 6:30pm
New York Law School, 185 West Broadway, Room C440
New York, NY 10013**

Present: Janine Azriliant, Jenn LaMarsh, Cynara McQuillan, James O'Neal, Rick Marsico, Katie Smelas, Mary Ellen Sullivan, Linnet Tse (NOT PART OF QUORUM)

Absent: Darren Johnson

1. Welcome and Call to Order
2. Approval of the Minutes of the Meeting of the Board of Trustees of April 8, 2015 (Exhibit 1 to May 13, 2015 Agenda)

On motion by Katie Smelas and second by Jenn LaMarsh, 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 April 8, 2015, attached as Exhibit 1, are approved.

3. Consideration of Special Education and Related Policies (Exhibit 2 to May 13, 2015 Agenda)

A motion was tabled.

4. Fundraising Report

Rick Marsico provided an update and encouraged Board members to continue to send out the fundraising letter.

5. Organizational Chart (Exhibit 3)

Rick Marsico and Samantha Pugh provided an update. Requests to change the titles of "School Aide" to "Support Associate" and to eliminate the direct line from the Board of Trustees to the Director of Operations' direct reports were agreed to.

6. Lottery and Enrollment Report

Samantha Pugh and Arthur Mockabee provided an update.

7. Resolution to Increase Enrollment for the Ninth Grade Class, 2015-2016

On motion by Katie Smelas and second by Mary Ellen Sullivan, the Board adopted the following resolution by unanimous vote:

WHEREAS The Charter High School for Law and Social Justice (the "School") is authorized pursuant to its charter to operate a high school, grades nine through twelve, in the Bronx, New York; and

WHEREAS the School is authorized to enroll 120 incoming ninth graders each year and to enroll a total of 450 students grades nine through twelve; and

WHEREAS the School wishes to enroll 126 ninth graders each year without changing its total maximum enrollment of students; and

WHEREAS the Board of Trustees of the School (the "Board") believes the School can add these students and maintain its curricular plan and other programs without material change; it is hereby

RESOLVED that the Board authorizes the School to admit 126 ninth graders into its ninth grade class for 2015-2016 and in subsequent years; and it is further

RESOLVED that this will not result in a change in the maximum enrollment of students; and it is further

RESOLVED that the Board authorizes the Board president or his designate to seek permission from the Charter School Office of the New York State Education Department to admit 126 students into its ninth grade class for 2015-2016 and in subsequent years; and it is further

RESOLVED that this Resolution is formally approved upon approval by the Charter School Office of the New York State Education Department and, if necessary, the Commissioner of the New York State Department of Education and the Board of Regents.

8. Independent Accountant's Report on Applying Agreed-Upon Procedures (Exhibit 4 to May 13, 2015 Agenda)

Rick Marsico provided update on the report from Mengel Metzger Barr and Co. LLP.

9. ADP Sales Order (Exhibit 5 to May 13, 2015 Agenda)

On motion by Mary Ellen Sullivan and second by Jenn LaMarsh, 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 (the "Board") that the ADP Sales Order, attached as Exhibit 5, is approved, and that the Board authorizes the Board president or his designate to enter into the accompanying agreement.

10. Summer Bridge Program

Samantha Pugh provided an update. We will be using space at the College of Mount Saint Vincent.

11. Facilities (Exhibit 6 to May 13, 2015 Agenda)

On motion by Jenn LaMarsh and second by Katie Smelas, 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 a lease for real property that in his discretion is substantially in the format attached as Exhibit 6.

12. Hiring (Exhibit 7A, 7B, and 7C to May 13, 2015 Agenda)

On motion by Jenn LaMarsh and second by Katie Smelas, the Board unanimously voted to go into executive session.

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice (the "Board") that the Board adjourns to executive session to discuss the employment of several individuals.

On motion by Jenn LaMarsh and second by Cynara McQuillan, the Board unanimously voted to return to public session.

It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice (the "Board") that the Board returns to public session.

On motion by Jenn LaMarsh and second by Mary Ellen Sullivan, 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 (the "Board") that the Board approves hiring the individuals identified in the offer letters attached as Exhibits 7A, 7B, and 7C according to the terms described in the letters:

**Steven Campbell - Founding English Teacher
Matt Schuman - Founding English Teacher
Tiera Brown Bailey - Founding History Teacher
Marissa Evagelista - Founding Mathematics Teacher
Kenneth Meehan - Founding Mathematics Teacher
Shatina Stancil - Founding Office Manager
Lenny F. James - Founding School Support Associate
Patria Rodriguez - Founding School Support Associate**

13. Retention of Professional Services Firm

On motion by Janine Azriliant 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 retains Arthur J. Gallagher & Co. to provide insurance brokerage and consulting services to the School.

14. Next Meeting

The next Board meeting will be held on Wednesday, June 10, 2015, at 6:30pm at New York Law School ("NYLS"), 185 West Broadway, New York, NY 10013. We will hold another meeting for budget purposes on Wednesday, June 17, 2015, at 6:30pm at NYLS.

15. Adjournment

Upon motion by Katie Smelas and second by Cynara McQuillan the Board of Trustees of The Charter High School for Law and Social Justice unanimously voted to adjourn the meeting.