

**Legacy College Preparatory Charter School
Board Meeting Minutes
November 15, 2016**

Call to Order

The November Board meeting of Legacy College Preparatory Charter School was held on Tuesday November 15, 2016, at 6:13 p.m. at the NYC Charter School Center, 111 Broadway, Floor 6, New York, NY 10006, the Board Chair and the Secretary being present.

Attendance

Voting Board Members joining in person:

1. Kathryn Hurley
2. Matthew Bliss
3. Hilary Swiggert
4. Nikki Ho-Shing

Voting Board Members joining via video conference:

1. David Camputo
2. Yvonne Guillen
3. Catherine Prefontaine
4. John Sanchez
5. Jared Parker

School Leadership:

1. Summer Schneider

Board Members not present:

1. Javier Diaz
2. Neal Pancholi

Officer Reports

The Finance Committee report was presented by Summer Schneider on behalf of Neal Pancholi:

- Working through onboarding back office provider, EdTech
- EdTech will be present at December meeting to present financial statements

The Fund Development Committee report was presented by John Sanchez:

- Board to update foundations list, evaluating LCP eligibility
- Board to begin populating individual donor list
- Date for fundraiser: March 2nd or March 9th
- BES to provide report of donors YTD

The Governance Committee report was presented by Kathryn Hurley:

- New Board Members to be paired with mentors
- Separate informal meeting for new Board Members
- Each committee to establish a charter
- Committee meeting minute templates to be distributed
- Board policy cliff notes to be drafted

Other Reports

The School Leader's report was presented by Summer Schneider:

- Marketing and branding update
- Facility update
- Legal update
- Staffing update
- Student application update
- Operations update
- Curriculum and academic design update
- Governance update

- Finance and development update

Other Business

The Board reviewed the approvals from the special board meeting held in November: insurance provider, By-Laws with staggered terms for Board Members, and appointment of Compliance Officer, David Camputo.

School Leader, Summer Schneider provided an update on the building lease, to be approved in the next board meeting.

The Academic Committee will be distributing a volunteer spreadsheet for canvassing.

Adjournment

Kathryn Hurley moved that the meeting be adjourned, and this was agreed upon at 6:41PM.



Matthew Bliss
Secretary
Legacy College Preparatory Charter School

11/15/2016
Date of Approval