

**Legacy College Preparatory Charter School
Board Meeting Minutes
February 21, 2017**

Call to Order

The February Board meeting of Legacy College Preparatory Charter School was held on Tuesday February 21, 2017, at 6:06 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. Neil Pancholi
2. David Camputo
3. Catherine Prefontaine

School Leadership:

1. Summer Schneider

Guests:

1. Gasper Magallanes, EdTech

Board Members not present:

1. Yvonne Guillen
2. John Sanchez
3. Jared Parker

Officer Reports

The Fund Development Committee report was presented by Matthew Bliss on behalf of John Sanchez:

- First annual fundraiser on March 9th; please continue to distribute invitations to your personal networks and encourage ticket purchases and general donations
- Credit card payments and personal checks both accepted for donations
- Board to update foundations list, evaluating LCP eligibility
- Fund Development Committee assessing platforms for future fundraising (i.e. Donorbox)

The Finance Committee report was presented by Neal Pancholi:

- On pace against budget
- Starting budget process as a finance committee; will disseminate a budget at March/April board meeting
- Neal Pancholi leaving Board after May board meeting; board to identify a new Treasurer
- Update from EdTech: January activity, balance sheet, cash flow summary, approved budget vs. forecast revisions, and check register

The Academic Committee report was presented by Catherine Prefontaine:

- Student application update and upcoming canvassing dates
- Meeting with School Leader next week to finalize academic dashboard and present for board approval

The Governance Committee report was presented by Kathryn Hurley:

- New board member orientation to be held on February 25th
- Kathryn Hurley to distribute board retreat agenda once finalized
- Committee selections to take place during board retreat

Other Reports

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

- Community outreach update

- Fundraising update
- Facility update
- Legal update
- Staffing/talent update
- Student application update
- Operations update
- Curriculum and academic design update
- Governance update
- Finance and development update

New Business

1. Review of facility floor plans.
2. Review and approval of Student and Family Handbook:
 - a. Moved by Kathryn Hurley to approve the Student and Family Handbook. The motion carried with 7 in favor and 0 against.
 - b. Board is to agree who will serve as the Hearing Officer.
3. Review and approval of Academic Calendar: moved by Kathryn Hurley to approve the revised Academic Calendar. The motion carried with 7 in favor and 0 against.

Adjournment

Kathryn Hurley moved that the meeting be adjourned, and this was agreed upon at 7:02PM.



Matthew Bliss
Secretary
Legacy College Preparatory Charter School

02/21/2017
Date of Approval