

**Legacy College Preparatory Charter School  
Organizational Meeting Minutes  
October 25, 2016**

**Call to Order**

The organizational meeting of Legacy College Preparatory Charter School was held on Tuesday October 25, 2016, at 6 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 present:

1. Kathryn Hurley
2. Javier Diaz
3. Matthew Bliss
4. Catherine Prefontaine
5. John Sanchez
6. David Camputo

Guests:

1. Summer Schneider

Board Members not present:

1. Neal Pancholi
2. Yvonne Guillen

**Main Motions**

1. ByLaws: Moved by Kathryn Hurley to approve the school ByLaws. The motion carried with 6 in favor and 0 against. ByLaws outlined on page 22 in Board Policy Handbook.
2. Board Officers: Moved by Catherine Prefontaine to approve the Board Officers: Chair, Kathryn Hurley; Vice Chair, Javier Diaz; Treasurer, Neal Pancholi; and Secretary, Matthew Bliss. Kathryn Hurley, Javier Diaz, and Matthew Bliss were recused. The motion carried with 3 in favor and 0 against.
3. School Leader Contract: Moved by Kathryn Hurley to approve the School Leader contract. The motion carried with 6 in favor and 0 against.
4. School Leader Appointment: Moved by Kathryn Hurley to appoint Summer Schneider as School Leader. The motion carried with 6 in favor and 0 against.
5. School Leader Reimbursement: Moved by Kathryn Hurley to reimburse the School Leader, Summer Schneider, for expenses incurred to date in the amount of \$26,168. The motion carried with 6 in favor and 0 against.
6. Budget: Moved by Kathryn Hurley to approve the school budget. The motion carried with 6 in favor and 0 against.
7. Board Policies: Moved by Kathryn Hurley to approve the Board Policies. The motion carried with 6 in favor and 0 against. The decision to stagger terms for current board members was postponed to the next monthly board meeting. All board members to sign Conflict of Interest Policy.
8. Leadership Sustainability Plan: Moved by Kathryn Hurley to approve the school's Leadership Sustainability Plan. The motion carried with 6 in favor and 0 against.
9. Calendar: Moved by Matthew Bliss to approve the calendar for future board meetings. The motion carried with 6 in favor and 0 against.

10. Invitation of New Board Members: Moved by Kathryn Hurley to invite new board members as a single slate: Hilary Swiggert, Jared Parker, and Nikki Ho-Shing. The motion carried with 5 in favor and 1 against. Moved by Kathryn Hurley to invite new board members. The motion carried with 5 in favor and 1 against. Kathryn Hurley reopened the motion for discussion. Moved by Kathryn Hurley to reopen the invitation of new board members. The motion carried with 5 in favor and 1 against. Moved by Kathryn Hurley to invite new board members individually. The motion carried with 5 in favor and 1 against. Moved by Kathryn Hurley to invite Hilary Swiggert. The motion carried with 4 in favor and 2 against. Moved by Kathryn Hurley to invite Jared Parker. The motion carried with 6 in favor and 0 against. Moved by Kathryn Hurley to invite Nikki Ho-Shing. The motion carried with 6 in favor and 0 against.
11. Contracted Services: Moved by Kathryn Hurley to approve contracted services provided by EdTech and LittleBird. The motion carried with 6 in favor and 0 against.

**Officer Reports**

The Board Chair report was presented by Kathryn Hurley:

- Governance Committee to determine how/when new board members are onboarded
- The School Leader evaluation has been revised in line with board member comments and feedback
- Sample board meeting agenda provided to board members
- Board materials will be provided in advance of monthly board meetings
- Reminder about Committee Action Planning retreat, Saturday, October 29 at 9AM at MakerBot Industries, 1 MetroTech Center 21<sup>st</sup> Floor, Brooklyn, NY 11201

**Other Reports**

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

- Still in the process of negotiating the lease for our facility; approval for the lease to be postponed to the next monthly board meeting, along with approval for a construction project manager
- Tour of school site scheduled for Friday, October 28 for Board Chair and Mike Ronen; also touring back-up facility options
- Enrollment: paper application provided to board members; online application has been posted; applications will officially be accepted starting November 1
- Staff recruitment: currently interviewing for the Director of Ops; 4 great candidates, of which 2 are exceptional; hoping to make an offer by November 15; next priority positions are the Dean of School Culture, Dean of Student Supports, and Social Worker; recruiting for other staff to commence next month
- The board may continue to meet at the NYC Charter School Center until the facility lease is signed

**Adjournment**

Javier Diaz moved that the meeting be adjourned, and this was agreed upon at 7:15 PM.



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 Matthew Bliss  
 Secretary  
 Legacy College Preparatory Charter School

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 10/26/16  
 Date of Approval