

**Legacy College Preparatory Charter School
Board Meeting Minutes
Tuesday March 20, 2018**

Call to Order

The March 2018 board meeting of Legacy College Preparatory Charter School was held on Tuesday, January 30, 2018 at 7:09pm at Legacy College Preparatory Charter School, 416 Willis Avenue, Bronx, NY 10454, the Board Chair presiding via video conference.

I. Roll Call: Quorum established.

Voting Board members joining in-person:

1. Someera Khokar

Voting Members joining via video conference:

2. Kathryn Hurley (Board Chair)
3. David Camputo
4. Catherine Prefontaine
5. Jared Parker
6. Nikki Ho-Shing
7. Hillary Swiggert

School Leadership via in-person:

8. Summer Schneider

Members not present:

1. Matthew Bliss
2. Yvonne Guillen
3. John Sanchez

II. New Business:

A. Presentation from Facilities/Tenant Representation Services Vendor

- Presentation from MHP Real Estate Services
- Representatives present: Jesse Rubens (Partner, Brokerage Services), Michael Smith (Executive Managing Director), Jessica Trizano (Associate), Alexander Smith (Associate)
- MHP indicated:
 - Represent both landlord and tenants
 - Have experience representing non-profits and charter schools
 - Renovated a building for a clinical and office space of at least 40K square feet
 - Presently doing a deal for a charter school located close to LCP
 - Read leases, provide comments, and helps with negotiation
 - Gets paid by landlord; LCP does not pay for services

B. Vote on Telecommunications Service Provider

- Erate matrix – we get multiple bids yearly so we have to vote on the best on annually
- iWise is cheaper
- CTS did an actual assessment; Summer is familiar with CTS and likes the services they have provided so far
- Unanimous board vote for CTS

III. School Leader's Report was presented by Summer Schneider:

- Started report describing biggest needs but generally went in order of the submitted report:
- Looking for new board members, especially with Finance background
- Hopes to finalize the spring fundraiser plans during this meeting
- Landlord at Willis Avenue will have to evict the commercial/government tenants on the second floor because they refuse to leave until they are in their new leased space; landlord provided assurances to Summer that they will be out by the end of April
- The TCO remains an issue despite Summer reaching out to the landlord a few times about the issue; SUNY asked for a resolution – sent an email to Summer with Kathryn on copy for full transparency to the board of the TCO issue; Summer indicated that it should be resolved by the end of day Wednesday if the respective office is open, therefore latest by the end of day Thursday
- Someera asked what the consequences are; Summer indicated multiple probation periods but will follow up with SUNY to get a better understanding
- With respect to recruiting/teacher talent, a new staff member started on February 26, 2018 to replace the teacher that left the position; Summer is very pleased with the new staff member
- Already staffed 9 out of the 15 positions open for next year
- LCP is still fully enrolled
- 616 applications received so far for 6th grade; about 50 for 7th grade
- Summer went over updates to the academic results, testing data, and attendance since the last board meetings

IV. Officer Reports:

A. Finance Committee Report

- Generally went in order of the submitted report
- Kathryn and Jared to touch base regarding school leader review and compensation

B. Fund Committee Report (No submitted written report)

- Behind on donations initially but have been amped up
- Discussed spring fundraiser

C. Academic Committee Report

- Generally went in order of the submitted report
- New committee members contributing meaningfully to committee
- Summer will get data on how we are doing as compared to other BES schools

D. Governance Report (No submitted written report)

- Nothing to report

General Discussion:

- Hillary asked whether there is a way to access the donation list to see who donated so far; Summer will share the spreadsheet with that information

Meeting Adjournment

- Kathryn Hurley adjourned the meeting without any dissension at 8:33pm.



Kathryn Hurley
Board Chair
Legacy College Preparatory Charter School

03/21/2018
Date of Approval