

**Minutes from a Regular Meeting of the
Board of Trustees of WHIN Music Community
Charter School**

WHIN Music Community Charter School

Board of Trustees Meeting

Tuesday, June 20, 2017

7:00PM – 9:00PM Full External Board Meeting

LOCATION:

The Charter Center
111 Broadway, Suite 604
New York, NY 10006

A meeting of the Board of Trustees (the “Board”) of the WHIN Music Community Charter School (“WHIN Charter School”) was held on Tuesday, June 20, 2017, at The Charter Center, 111 Broadway, Suite 604, New York, New York 10006.

The following Board members were present:

- Gregory David
- Kenneth Grover
- Robert Green
- Ivonne Norman
- Melissa Randazzo Wagner [via teleconference]
- Andrea Profili [via teleconference]

The following Management members were present:

- David Gracia
- Charlie Ortiz

0. Mr. David began with reading last year’s email confirming the school’s charter approval.

1. Call to Order

Mr. David called the meeting to order at approximately 7:05 pm.

2. Ratify Board Meeting Minutes from the May 16, 2017 Meeting (Resolution 1)

Mr. Green introduced a motion, seconded by Mr. Grover, to ratify the Minutes from the Board Meeting held on May 16, 2017. The Board members discussed a minor change to the draft.

Upon motion duly made and seconded, the Board Meeting Minutes for the May 16, 2017 Board Meeting, with the minor change discussed by the Board, were unanimously approved by all of the Board members present.

3. Facilities Update

After the PEP vote held on May 17, 2017 approving the DOE co-location with CMSP/ M.S. 328 at school building M164, the school is scheduled to being operations in September 2017.

Mr. Gracia informed the Board of ongoing walk-throughs with various contractors to prepare the facilities for the start of the school year in September. Management anticipates the facility to be accessible in the month of July as DOE has agreed to clear out the space by July 1, 2017.

Mr. Ortiz updated the Board of the continued evaluation of long-term real estate options.

4. Finance Reports:

Year 1 Budget (FY17), income statements, balance sheet and cash flow projections were presented and discussed by the Board. After a brief discussion, Mr. Green introduced a motion, seconded by Ms. Norman, to ratify the Year 1 Budget.

Upon motion duly made and seconded, the Year 1 Budget, was unanimously approved by all of the Board members present.

Mr. Gracia also presented the school's FPP audit which had clean results.

5. Management Reports:

Mr. Garcia informed the Board of the various third party vendors which will be providing the school with IT services, staff development and other necessary administrative services. Mr. Gracia also informed the Board of the staff hiring status / positions remaining which are anticipated to be filled within the next month as well as the student enrollment status and the continued efforts to enroll first graders.

Mr. Ortiz discussed the goals of the Program Committee, the curricular plans and anticipated academic methodology to be implemented based on El Sistema principles. Mr. Ortiz also informed the Board of staff development efforts, including Responsive Classroom workshops.

6. Board Development:

The Board discussed the proposed Board Roles and Responsibilities documentation. Ms. Norman introduced a motion, seconded by Mr. David, to approve the Board Roles and Responsibilities.

Upon motion duly made and seconded, the Board Roles and Responsibilities were unanimously approved by all of the Board members present.

The Board continued the discussions regarding engaging in efforts for recruiting new board members, the potential network options and the hiring of a Board consultant.

Mr. Grover proposed holding a Board retreat in late July or early August and offered to spearhead the scheduling of same.

7. FPP and Code of Ethics:

The Board reviewed the final version of the FPP. Mr. Green introduced a motion, seconded by Mr. David, to approve the FPP.

Upon motion duly made and seconded, the FPP was unanimously approved by all of the Board members present.

The Board reviewed the final version of the Code of Ethics. Mr. Grover introduced a motion, seconded by Mr. David, to approve the Code of Ethics.

Upon motion duly made and seconded, the Code of Ethics were unanimously approved by all of the Board members present.

There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 8:37 pm.