

**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, February 21, 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, February 21, 2017, at The Charter Center, 111 Broadway, Suite 604, New York, New York 10006.

The following Board members were present:

- Gregory David
- Robert Green
- Anne Cohen
- Kenneth Grover
- Melissa Randazzo Wagner
- Ivonne Norman

The following Board members were absent and excused:

- Andrea Profili

The following Management members were present:

- David Gracia
- Charlie Ortiz

1. Call to Order

Mr. David began the meeting at approximately 7:00 pm with a roll call of attendees.

2. Ratify Board Meeting notes from January 2017 Meeting (Resolution 1)

Board Chair, Mr. David, introduced a motion to accept the minutes from the Board Meeting held on January 17, 2017. The Board members discussed minor changes to the draft Board Meeting minutes. Mr. Grover proposed to add a section for Board members absent and excused going forward.

Upon motion duly made and seconded, the Board Meeting minutes for the January 17, 2017 Board meeting, with the changes discussed by the Board, were unanimously approved by all of the Board members present.

3. Ratify By-Laws (Resolution 2)

Board Chair, Mr. David, introduced a motion to accept the final version of the WHIN Charter School By-Laws.

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

4. Ratify Conflict of Interest Policy (Resolution 3)

Board Chair, Mr. David, introduced a motion to accept the final version of the WHIN Charter School Conflict of Interest Policy.

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

5. Ratify Student Discipline Policy (Resolution 4)

Board Chair, Mr. David, introduced a motion to accept the WHIN Charter School Student Discipline Policy. Mr. Grover proposed to add DASA training for teachers and an annual review of the policies. The Board discussed these revisions.

Upon motion duly made and seconded, the WHIN Charter School Student Discipline Policy, with the revisions discussed by the Board, was unanimously approved by all of the Board members present.

6. Organizational Procedures

The Board discussed and it was agreed that Ms. Norman would take down the meeting minutes for the future board meetings which will then be endorsed by Ms. Profili in her capacity as Board Secretary.

7. Discussion of Facilities

The Board further discussed their real estate options for short-term and long-term facilities and will continue their diligent search.

8. Board Support

Mr. Grover and Mr. Green shared their thoughts and insights from the seminar on charter school governance held at The Charter Center on February 7, 2017. The Board discussed some suggestions for internal record-keeping, including setting up a Dropbox with the school governance papers and other important documents. Board Treasurer, Mr. Green, introduced a motion to waive the requirement of a regular mail notice for Board meetings and continue with the email notice.

Upon motion duly made and seconded, the requirement of regular mail notice for Board meetings was unanimously waived by all of the Board members present.

The Board was reminded the next seminar on charter school financial management will be on March 1, 2017 at 2:00 PM at The Charter Center.

9. Management Reports

Mr. Gracia informed the Board that the school has received 340 student applications to date and that an student enrollment informational session will be held at the OSA Church on March 6, 2017. The Board discussed the yield rate of those applications and the possibility of tracking the data. Mr. Ortiz discussed the continued efforts on staff recruitment and confirmed that all job postings are available online except for the Music Teacher which will be circulated to the Board for approval by next week. Mr. Gracia informed the Board of a significant more cost-effective change on the management health insurance coverage.

10. Bilingualism Conference

Dr. Randazzo Wagner shared her thoughts and insights from the Haskins Training Institute (Yale) conference held on Bilingual Education which included a discussion of inequalities perpetuated by the social and education systems and possible solutions and ongoing research on the subject.

There being no further business for discussion, upon motion duly made and seconded, the meeting was adjourned at approximately 9:00 pm.