

## Health Sciences Charter School Board Meeting Minutes

**Date:** December 13, 2018  
**Location/Time:** Health Sciences Charter School - Board Conference Room - 7:00 a.m.

Topic	Discussion	Action
<b>Call to Order</b>	Dr. Hershberger called the meeting to order.	No action required.
<b>Public Comment</b>	No Public Comment	No action required.
<b>Board Nomination</b>	Based on approval from the NYSED, Dr. Jamie Smith was officially seated as a Board member.	Ms. Schwartz moved acceptance; Ms. Brown seconded. (all approved)
<b>One Year Extension</b>	Ms. Schwartz was approved for a one year extension as a Board member.	Mr. Patterson moved acceptance; Ms. Farallo seconded. (all approved)
<b>Vice President Nomination</b>	Ms. Farallo was elected the Vice President of the Board.	Ms. Schwartz moved acceptance; Ms. Brown seconded. (all approved)
<b>Treasurer's Report</b>	Ms. Burhans indicated that revenue is recognized over the course of the school year. The School is favorable to budget year-to-date and salaries are favorable to budget. Ms. Kirisits discussed the M&T Loan – the 5 year extension was granted, no fee, no pre-payment penalty, no guarantee.	No action required.
<b>Consent Agenda Items (Distributed via email)</b>	<ul style="list-style-type: none"> <li>○ November Board Meeting Minutes – 11/08/18 (Hershberger)</li> <li>○ Academic Committee Minutes – 4/5/18, 5/3/18 (Quigley)</li> <li>○ Finance Meeting Minutes – 10/31/18 (Faso)</li> <li>○ Personnel Meeting Minutes – 10/23/18 (Farallo)</li> <li>○ Technology Meeting Minutes – 10/17/18 (Hennessey)</li> <li>○ November 2018 Grant Report (Barrett)</li> </ul>	Mr. Faso moved acceptance; Ms. Schwartz seconded. (all approved)
<b>Resolutions</b>	<ul style="list-style-type: none"> <li>○ Hires/Resignation (Venning)</li> <li>○ Enterprise Gym Rental (Richards)</li> <li>○ Estimate 1036 Bruce Remodeling (Hershberger)</li> <li>○ M&amp;T Bank Credit Card (Richards) - Dr. Hershberger suggested the credit limit not exceed \$10,000 for Head of School and \$2,000 for no more than three approved personnel.</li> </ul>	<p>Mr. Faso moved acceptance; Ms. Schwartz seconded. (all approved)</p> <p>Ms. Schwartz moved acceptance; Dr. Hershberger seconded. (all approved)</p> <p>Ms. Brown moved acceptance; Ms. Farallo seconded. (all approved) Dr. Richards will report back about the option of cash back.</p> <p>Ms. Schwartz moved acceptance; Ms. Brown seconded. (all approved)</p>
<b>Discussion Items</b>	<ul style="list-style-type: none"> <li>○ 1291 Main Street (Hershberger) – Dr. Hershberger presented calculations regarding potential yearly costs moving forward.</li> <li>○ Head of School Update (Richards) – Dr. Richards spoke regarding the Honor Roll Luncheon, an upcoming women surgeon demonstration, and a credit recovery program. Current enrollment is 428 and many students were lost to credit deficiency, so we are piloting a credit recovery program working with APEX.</li> </ul>	No action required.

<b>Executive Session</b>	Personnel.	Dr. Hershberger moved acceptance; Ms. Schwartz seconded. (all approved)
<b>Adjournment</b>	Dr. Hershberger called for the meeting to adjourn.	Ms. Schwartz moved to adjourn; Ms. Brown seconded. (all approved)

Next Meeting: January 10, 2018 @ 7:00 a.m.

<b>In Attendance:</b>	<b>7-12-18</b>	<b>8-9-18</b>	<b>9-20-18</b>	<b>10-11-18</b>	<b>11-8-18</b>	<b>12-13-18</b>	<b>1-10-19</b>	<b>2-14-19</b>	<b>3-14-19</b>	<b>4-11-19</b>	<b>5-9-19</b>	<b>6-13-19</b>
Dr. Pratibha Bansal	x	x	x	x	x	x						
Donna Brown					x	x						
Mike Faso	x		x	x	Call In	x						
John Hennessey	x	x	x	x	Call In	Call In						
Dr. Rick Hershberger	x	x	x	x	x	x						
Mary Farallo	x	x		x	x	x						
Clem Kwakye	x	x	x	x	x	x						
Mike Moley	x	Excused	x	x	X							
David Palmer	x	x	x	Excused	x							
Brian Patterson	x	x		x	Excused	x						
Dr. Lori Quigley		x	x	Excused	x	x						
Bob Richardson	x			x	Resigned							
Cynthia Schwartz	x	x	x	x	Excused	x						
Patrick Whalen	Excused	x	Excused	Resigned								
<b>Guests:</b>	<b>7-12-18</b>	<b>8-9-18</b>	<b>9-13-18</b>	<b>10-11-18</b>	<b>11-8-18</b>	<b>12-13-18</b>	<b>1-10-19</b>	<b>2-14-19</b>	<b>3-14-19</b>	<b>4-11-19</b>	<b>5-9-19</b>	<b>6-13-19</b>
Jan Barrett	x	x	x	x	Excused	x						
Robert Baxter		x	x	As Needed	As Needed							
Karen Burhans	x		x	x	x	x						
Annelise Giovannitti		x		x	x	x						
Lisa Kirisits				x	x	x						
Dr. Wendy Richards	x	x	x	x	x	x						
Dr. Jaime Smith	x	x	x		Excused	x						
Jaime Venning	x	x	x	x	x	x						