

## Health Sciences Charter School Board Meeting Minutes

**Date:** November 8, 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 Member Thank You</b>	Based on term limits, Mr. Palmer and Mr. Moley, founding board members, will officially leave the board effective at this meeting.	Applause and thank you to both individuals for their extraordinary commitment to the school, staff and especially the students. Ms. Barrett will notify NYSED regarding the status of both individuals.
<b>Board Member Resignation</b>	Mr. Richardson submitted his resignation as a board member, effective immediately. He will continue to work on the 1291 Committee.	Dr. Quigley moved acceptance of resignation with regret; Mr. Palmer seconded. (all approved) Ms. Barrett will notify NYSED regarding Mr. Richardson's resignation.
<b>Board Member Nominations</b>	Based on approval from the NYSED, Mary Farallo and Clement Kwakye were officially seated as board members.	Mr. Palmer moved acceptance; Ms. Brown seconded. (all approved)
<b>Treasurer's Report</b>	Ms. Burhans (Kirisits) and Ms. Kirisits provided a financial update that included the Finance Committee's review and acceptance of the audited financial statements. Enrollment on BEDS Day was 452, which is favorable to budget (425). Currently at 433.	No action required.
<b>Consent Agenda Items (Distributed via email)</b>	<ul style="list-style-type: none"> <li>○ October Board Meeting Minutes – 10/11/18 (Hershberger)</li> <li>○ Finance Meeting Minutes – 9/12/18 (Faso)</li> <li>○ Personnel Meeting Minutes – 8/28/18 (Farallo)</li> <li>○ Technology Meeting Minutes – 8/22/18 (Hennessey)</li> <li>○ October 2018 Grant Report</li> </ul>	Mr. Palmer moved acceptance; Mr. Hennessey seconded. (all approved)
<b>Revised By-Laws</b>	Board reviewed the minor edits put forward from Susan Gibbons at the NYSED (e.g. Board Committees (Executive Committee & Finance Committee) require two Board members; all Corporate Committees only require one.	Dr. Hershberger to work with Ms. Barrett to clarify Section C prior to a vote at the December board meeting.
<b>Resolutions</b>	Mr. Venning reported on a recent hire and resignation.	Mr. Palmer moved acceptance; Ms. Brown seconded. (all approved)
<b>Discussion Items</b>	<ul style="list-style-type: none"> <li>○ 1291 Update provided by Dr. Hershberger. Ms. Kirisits spoke with M&amp;T to recommend M&amp;T approve a full five-year refinancing. 1291 Committee to continue to meet and discuss future plans.</li> <li>○ Board Goals (Second Draft) – tabled.</li> <li>○ Committee Structures – tabled.</li> <li>○ Composition Plan – Dr. Hershberger shared a table outlining committee participation needs and Board succession planning.</li> </ul>	No action required.
<b>Adjournment</b>	Mr. Palmer called for the meeting to adjourn.	Dr. Bansal moved to adjourn; Dr. Quigley seconded. (all approved)

Next Meeting: December 13, 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							
Donna Brown					x							
Mike Faso	x		x	x	Call In							
John Hennessey	x	x	x	x	Call In							
Dr. Rick Hershberger	x	x	x	x	x							
Mary Farallo	x	x		x	x							
Clem Kwakye	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							
Dr. Lori Quigley		x	x	Excused	x							
Bob Richardson	x			x	Resigned							
Cynthia Schwartz	x	x	x	x	Excused							
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							
Robert Baxter		x	x	As Needed	As Needed							
Karen Burhans	x		x	x	x							
Annelise Giovannitti		x		x	x							
Lisa Kirisits				x	x							
Dr. Wendy Richards	x	x	x	x	x							
Dr. Jaime Smith	x	x	x		Excused							
Jaime Venning	x	x	x	x	x							