

**Approved Minutes of**  
**THE MEETING OF THE TRUSTEES OF MANHATTAN CHARTER SCHOOLS**  
**EDUCATION CORPORATION**

**100 Attorney Street, New York, NY 10002**

**December 14, 2017 at 5:30 pm**

Meeting called to order at 5:30 pm

**In attendance were trustees: Joy Daley, Kathleen Cudahy, Bill Colavito, and Caitlin Conklin.**

**School rep: Genie DePolo, Amy Salazar, Ola Duru**

**Proposed Minutes**

Minutes for the November 16<sup>th</sup> meeting were reviewed by the board and approved with changes.

**Executive Session**

**Reports**

Finance Committee Report

The CSBM report summary has been shared amongst the board.

- DOO will provide follow up action plan about training and meeting schedule at the January Meeting.

Director of Schools Report

DOS requests that the board outline a board meeting schedule for the 2018 calendar year. The board has agreed to move all board meetings going forward to Wednesdays. The board has agreed to meet on January 17<sup>th</sup> and will finalize the remaining 2018 meetings at that time.

There are no recommendations at this time.

Director of Operations

DOO reviewed MCS and MCS2 current and future recruiting activities.

As follow up to the CSBM report, DOO will provide action plan regarding staff meetings and trainings at the next board meeting.

There are no recommendations at this time.

**Unfinished Business**

### Charter Enrollment Revisions

- DOO confirmed that changing enrollment acceptance would be considered a non-material change to the charter and can be completed at any time.
- Board requests that school leadership inform the board of the appropriate time to submit the revision.

### Principal Feedback on Struck Consulting

- Principals will provide feedback to the board on the Struck Consulting report they received.

### New Parent Member

- Caity has scheduled a meeting with a potential new board member for December 21<sup>st</sup>. She will forward her recommendations to the board after that time.

### **New Business**

#### Board Goals

- The Board will work to set goals for the schools and principal after they have reviewed the following documents:
  - Struk Consulting Report
  - Principal's Action Plan
  - CSBM Financial Operations Report

### **Public Comment**

No public comment.

The meeting adjourned at 6:22pm.