

REACH ACADEMY CHARTER SCHOOL
BOARD OF TRUSTEES MINUTES
TUESDAY, January 31, 2017 – 7:15 PM
Dent Conference Room
200 Sterling Drive, Orchard Park, NY 14127

Public Notice: School Web Site, School Facebook Page

1.0 CALL TO ORDER – 7:21 PM

**ROLL CALL
ATTENDANCE AT THIS MEETING**

(Board members who arrive after the meeting begins will be noted as “present” at the point in this agenda at which they arrive.)

Dolores Prezyna	<u> X </u>	Michael Olsen	<u> X </u>	Christine Mann	<u> X </u>
Ryan Caster	<u> X </u>	William Yelder	<u> X </u>	Leslie Scott	<u> Exc. </u>

Attendance – School Founders

Linda Marszalek	<u> X </u>	Lisa Rogers	<u> X </u>
Robin Nellis	<u> X </u>		

2.0 AMENDMENTS or adjustments to the agenda by the Board Members – 7:21 PM - None

3.0 PRIVILEGE OF THE FLOOR – 7:21 PM - None.

4.0 ACCEPTANCE OF PREVIOUS MINUTES – 7:22 PM

4.1 RESOLVED, that the minutes for the November 14, 2016 Board of Trustees Meeting, are accepted as presented.

Moved by	Dolores <u>Prezyna</u>	Seconded by	William <u>Yelder</u>	Vote	<u> 5-0 </u>
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5.0 BOARD PRESENTATIONS– 7:23 PM

5.1 Facility Updates – Michael Olsen

5.1.1 Mr. Olsen provided a report on ongoing negotiations on a lease for REACH Academy Charter School.

5.2 SED Opening Procedures Checklist – Linda Marszalek

5.2.1 Mrs. Marszalek reported on progress of the checklist.

6.0 **NEW BUSINESS – 7:38 PM**

6.1 **Election of Board Officers**

6.1.1 **Resolved**, that the Board of Trustees votes to approves Dolores Prezyna as President of the Board of Trustees for REACH Academy Charter School for the period to run July 1, 2016 through June 30, 2017.

Moved by	Ryan Caster	Seconded by	William Yelder	Vote	4-0-1
	_____		_____		_____

6.1.2 **Resolved**, that the Board of Trustees votes to approves Michael Olsen as Vice President of the Board of Trustees for REACH Academy Charter School for the period to run July1, 2016 through June 30, 2017.

Moved by	Ryan Caster	Seconded by	Christine Mann	Vote	4-0-1
	_____		_____		_____

6.1.3 **Resolved**, that the Board of Trustees votes to approves Ryan Caster as Treasurer of the Board of Trustees for REACH Academy Charter School for the period to run July1, 2016 through June 30, 2017.

Moved by	William Yelder	Seconded by	Christine Mann	Vote	4-0-1
	_____		_____		_____

6.1.4 **Resolved**, that the Board of Trustees votes to approves Leslie Scott as Secretary of the Board of Trustees for REACH Academy Charter School for the period to run July1, 2016 through June 30, 2017.

Moved by	Ryan Caster	Seconded by	Christine Mann	Vote	5-0
	_____		_____		_____

- 6.2 Resolved,** that the Board of Trustees votes to approve the REACH Academy Charter School By-Laws below. The By-Laws make up the following Board Policies:

REACH Academy Charter School By-Laws (Section 1000)

ORGANIZATION OF THE BOARD OF TRUSTEES

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|---|-------------|
| 1.2 Board of Trustees Authority | Policy 1120 |
| 1.3 Number of Members and Terms of Office | Policy 1130 |

NOMINATION AND ELECTION BOARD OF TRUSTEES MEMBERS

- | | |
|---|-------------|
| 2.1 Board of Trustees Members: Qualifications | Policy 1210 |
| 2.4 Resignation and Dismissal | Policy 1220 |

THE ROLE OF THE BOARD OF TRUSTEES

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| 3.1 Powers and Duties of the Board | Policy 1310 |
| 3.2 Nomination and Election of Board Officers | Policy 1320 |
| 3.2.1 Duties of the President of the BOT | Policy 1321 |
| 3.2.2 Duties of the Vice President of the BOT | Policy 1322 |
| 3.3 Appointments and Designations by the BOT | Policy 1330 |
| 3.3.1 Duties of the Board Clerk | Policy 1331 |
| 3.3.2 Duties of the Schools CFO | Policy 1332 |
| 3.3.3 Duties of the Independent Auditor | Policy 1333 |
| 3.3.4 Duties of the Extra-classroom Activities Funds Treasurer | Policy 1334 |
| 3.3.5 Duties of the School Attorney | Policy 1335 |
| 3.3.6 Duties of the School Nurse Practitioner | Policy 1336 |

BOARD POLICY

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| 4.1 Policy | Policy 1410 |
| 4.2 Execution of Policy: Admin Regulations | Policy 1420 |

MEETINGS OF THE BOARD OF TRUSTEES

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| 5.1 Regular Board Meetings | Policy 1510 |
| 5.1.1 Agenda Format | Policy 1511 |
| 5.1.2 Preparation of Board Agenda | Policy 1512 |
| 5.1.3 Levels of Responsibility | Policy 1513 |
| 5.1.4 Code of Conduct for Board Members | Policy 1514 |
| 5.1.5 Five Filters for Decisions | Policy 1515 |
| 5.2 Special Meetings of the Board of Trustees | Policy 1520 |

MEETING OF THE SCHOOL

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| 6.1 Annual Organizational Meeting | Policy 1610 |
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RULES OF MEETING

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| 7.1 Quorum | Policy 1710 |
| 7.2 Minutes | Policy 1720 |
| 7.3 Executive Session | Policy 1730 |

INTERNAL OPERATIONS (Section 2000)

INTERNAL OPERATIONS

- 1.1 Orienting New Board Members Policy 2110
- 1.2 Use of Parliamentary Procedure Policy 2120
- 1.3 Member Training on Financial Oversight
Accountability and Fiduciary Responsibilities Policy 2130

BOARD OF TRUSTEES COMMITTEES

- 2.1 Committees of the Board Policy 2210

BOARD OF TRUSTEES ACTIVITIES

- 3.1 Membership in Associations Policy 2310
- 3.2 Attendance by Board Members at Conferences,
Conventions and Workshops Policy 2320
- 3.3 Board Self-Evaluation Policy 2330
- 3.4 Board of Trustees Budget Appropriations Policy 2340

ADMINISTRATION

(Section 4000)

ADMINISTRATIVE OPERATIONS

- 2.5 Use of Committees Policy 4250
- 2.6 Evaluation of the Head of School & Other
Administrative Staff Policy 4260

BUILDING ADMINISTRATION

- 3.1 Head of School of Schools Policy 4310
- 3.2 Head of School – Board of Education Relations Policy 4320

NON-INSTRUCTIONAL BUSINESS OPERATIONS (Section 5000)

EXPENDURES

- 2.3 Acceptance of Gifts, Grants & Bequests to School District Policy 5230

PERSONNEL

(Section 6000)

- 1.1 Code of Ethics for all School Personnel Policy 6110
(Code of Ethics to be Approved at a later resolution below.)

6.3 Resolved, that the Board of Trustees votes to approve Policy 6119 The REACH Academy Charter School Code of Ethics as attached.

Moved by Ryan Caster Seconded by Michael Olsen Vote 5-0

6.4 Resolved, that the Board of Trustees votes to approve the 2017-2018 New York State Charter School Uniform Application as attached.

Moved by	Ryan Caster	Seconded by	William Yelder	Vote	5-0
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6.5 Resolved, that the Board of Trustees votes to approve the Board of Trustees Pre-Opening Meeting Agenda as attached.

Moved by	Ryan Caster	Seconded by	William Yelder	Vote	5-0
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6.6 Resolved, that the Board of Trustees votes to approve the purchase of Director's and Officer's Insurance from EMS Group/Stahlka Agency in the amount of \$1,445.00 for twelve months.

Moved by	Christine Mann	Seconded by	Ryan Caster	Vote	5-0
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7.0 SUBCOMMITTEE REPORTS – 8:38 PM

7.1 Finance Committee Report – Ryan Caster

7.1.1 Non-Profit Status Update – The application has been submitted.

7.1.2 Selecting an Accountant – Mr. Caster will be working on an RFP for quotes on this service.

7.1.3 Update on Contract Negotiations for Head of School – Negotiations are continuing with the Finance Committee.

8.0 ADJOURNMENT – 9:01 PM

8.1 Meeting Adjourned. Next BOT meeting set for February 15, 2017 at the Dent Conference Room in Orchard Park at 6:15 PM.

Moved by	Ryan Caster	Seconded by	William Yelder	Vote	5-0
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