



MOTT HALL CHARTER SCHOOL

RISE TO THE CHALLENGE

Board of Trustee Meeting Minutes May 17, 2021 Rescheduled to May 24, 2021

A regular meeting of the Board of Trustee (the “Board” or “BoT”) of the Mott Hall Charter School (the “MHCS”) was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustee were present: Natalie Thompson, Sandra Lugo, Karen Bhatia, Jason Caldwell, Kevin Murungi, Francesca Weindling, Robert Rodriguez, Sarah Calderon
- The following school staff and guests participated: Suzanne Trice, Director of Operations; Board Candidate Kamoy Smalling

Call to Order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:35 p.m.
- No public with comments.
- Ms. Trice updated the Board on:
 - o Finance Committee – proposed cost of living raises to staff of 1%, Employee Compensation Overview discussed
 - o Financial Procedures Manual reviewed by Finance Committee
 - Petty Cash amount reduced from \$500 to \$180
 - Authorization – Executive Director/Principal: \$10,000, Chairperson: \$10,000-\$50,000, Finance Committee and Board: over \$50,000
- Ms. Lobdell updated the Board on the “State of the School”:
 - o Self-Evaluations
 - o Application Portal by June 16th, plan is to have bulk of renewal completed by mid-July
 - o 8th grade graduation – Saturday, June 12th in compliance with COVID protocol
- Accountability Tracker and Financials were discussed by Ms. Trice
- Fundraising Committee - Good Standing, no additional donations
- By-Laws Committee
- Resignation of Director of Operations were communicated, resumes for new DOO and Senior Operations Manager were presented (start date May 18, 2021)

Board Motions and Approvals

1. The Board reviewed and unanimously approved the April 12th, 2021 meeting minutes.
2. Motion for 1% cost of living raise for staff was approved – motion made by Ms. Thompson and seconded by Ms. Calderon.
3. Financial Procedures Manual – motion made by Ms. Thompson and seconded by Mr. Caldwell.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Sandra Lugo

Name



June 22, 2021

Signature

Date

All trustee meetings for Mott Hall Charter School are open meetings subject to the NYS open meetings law. While we encourage public participation and provide a designated time for public comment, individuals are limited to two minutes total of public comment each, unless the Board asks for additional feedback. All trustees and members of the public must abide by norms around professionalism and civility in their comments. Complaints against a specific employee or public comments that may reveal confidential information will, consistent with the open meetings law, be handled through our dispute resolution process or may be heard in executive session.