



August Board Meeting Minutes

The regularly monthly meeting of Coney Island Preparatory Public Charter School was held on August 6, 2019 at 5 pm.

Board Member Present:

Anu Malipatil
Shona Pinnock
Julie Goran
Josh Wolfe
Joe Herrera
Sam Tweedy
Leslie-Bernard Joseph

Absent:

Joseph Talia
Nkonye Okoh

Guest Present:

Jacob Mnookin
KC Klegar
Eldridge Gilbert
Kevin Pesantez

Quorum Present: Yes

I. Minutes

Leslie-Bernard Joseph presented the board with the June 30, 2019 board meeting minutes for approval.

Voted: Anu Malipatil made a motion to approve the June 30, 2019 board meeting minutes. Jennifer McArdle seconded the motion and it was approved unanimously.

II. Facilities

Leslie-Bernard Joseph provided the board the following facilities updates.

- Signing the lease for the new facility.
- Excitement of school leaders regarding the design and location of the school.
- The risks that come with running a full lottery hiring as the organization scales.
- Increasing the size of the Central Office as the organization grows and how changes in some roles can positively impact the growing scholar population.
- Open questions that still remain regarding the completion of the project.

III. McKinsey Update

Leslie-Bernard Joseph and Julie Goran both provided the board with following updates

- Leader Competency Model that was created to grow staff professionally across the board.
- The LCM being the criteria used to promote staff with the organization.
- Thinking compensation for teachers compared to the ratio of scholars as the organization grows.
- Looking at the organization's financial health and analyzing projections that would include increased programming for scholars.

IV. Fundraising Update

The Chief Executive Officer provided the board with an update on the new fundraising position and the work that is being done with PBR Executive to find the ideal candidate. The position title has been changed from Managing Director of Development to Chief Development Officer. This means that Coney Island Prep will have another C- level candidate role. PBR believes that changing the title of the position will lead the organization to have a higher quality candidate pool.

V. Finance Update

KC Klegar the Chief Financial Officer of Coney Island Prep presented the board with changes to Coney Island Prep's Financial Policies and Procedures Manual. This document is available to auditors to ensure the actual operations of the organization is in compliance with its financial policies and procedures. The suggested changes to the manual include:

- The purchase request approval process; suggesting to include the DOOs and the CFO in the audit flow. DOOs will be able to approve purchase up to \$499 anything exceeding that amount up to \$2,999 will need approval from the CFO and anything more than will be routed to the CEO for approval.
- The manual includes an update to the teacher salary determination to be in line with the new TCP rubric.
- Movement of the insurance policies and coverage procedures.
- Update of policy to reflect the increased use of online platforms – e.g., Zenefits, SAP Concur, QuickBooks Online

Note: Shona Pinnock made a motion to approve the updated Financial Policies and Procedure manual to include the proposed edits/changes. Julie Goran seconded the motion and it was approved unanimously.

VIII. Adjournment

There being no further business to be transacted the meeting was adjourned at 5:54 pm.

I hereby certify that these are a true and correct copy of the “minutes” that were adopted by the Board of Trustees of this Corporation on August 6, 2019.

Respectfully Submitted,

Anu Malipatil, Secretary