**Hebrew Language Academy Charter School**
**Board of Trustees Meeting**

Thursday, January 22, 2014 – 6:30 PM
1340 E. 29th Street, Brooklyn, NY 11210

**Minutes**

**Trustees Present**
Sara Berman*
Allyson Galishoff**
David Gedzelman
Norman Green
Eli Schaap
Hindie Weissman
Ella Zalkind
**by video conference*
***by telephone (non-voting)*

**Also Present**
Laura Silver, Head of School

**1. Call to Order**
David Gedzelman called the meeting to order at 6:31 PM.

**2. Adoption of Agenda**
David Gedzelman made a motion to adopt this agenda. Norman Green seconded and the motion carried unanimously.

**3. Approval of Minutes**
Hindie Weissman made a motion to approve the minutes from the November and December 2014 meetings. Eli Schaap seconded and the motion carried unanimously.

**4. Public Comments**
None.

**5. Staff Comments**
None.

**6. Parent Organization Comments**

None.

**7. Head of School's Report**

Head of School Laura Silver presented her report, which had been distributed previously to the Board and posted on the School's website. In addition to her written comments, she informed the Board that she and Board Trustee Allyson Galishoff constituting the "Good to Great" subcommittee of the Education Committee have begun meeting with representatives of the teaching staff to begin discussing ways to improve school culture. .

**8. Committee Reports**

**a. Executive Committee**

David Gedzelman reported that the Executive Committee met on December 11, 2014 and unanimously passed the following resolution:

> "WHEREAS, at the November 20, 2014 meeting of the Board, a resolution was proposed and adopted to submit the School's Second Renewal Application (the "Renewal Application") to the New York City Department of Education; and
>
> WHEREAS, the project of compiling and drafting the Renewal Application took the coordination of materials and individuals with required information such as Trustees, employees and advisors to the School; and
>
> WHEREAS, to ensure that the Renewal Application was complete, properly organized, and submitted within the tight time line required, the School engaged the services of TIER Consulting Services, LLC, which has previously provided similar services in connection with applications and renewal applications; and
>
> WHEREAS, the cost of consultant services are consistent with the School's budget;
>
> NOW THEREFORE, the Executive Committee hereby confirms the engagement of TIER Consulting Services, LLC and approves in accordance with the School's budget the payment of $15,000 for its services."

**b. Finance Committee**

Eli Schaap reported that the Finance Committee has been working regularly via email to approve expenses of $5,000 or more. On January 21, the committee reviewed the financial reports as of November 30, 2014 and voted to recommend that they be accepted by the Board.

**9. Board Actions**

**a. Acceptance of Financial Reports**

Eli Schaap presented the financial reports as of November 30, 2014 and informed the Board that the School is in a very strong financial position. Hindie Weissman made a motion to accept the financial reports as of November 30, 2014. Norman Green seconded and the motion carried unanimously.

**b. Ratification of Executive Committee Action**

Eli Schaap made a motion to ratify the resolution of the Executive Committee engaging TIER Consulting Services to prepare the School's Renewal Application. Norman Green seconded and the motion carried unanimously.

**b. Amendments to Code of Conduct**

Head of School Laura Silver presented the amended Code of Conduct consistent with that included in the School's charter renewal application containing additions to comply with state and federal law, particularly regarding due process for special education students and updated policies regarding search and seizure. Norman Green made a motion to adopt the amended Code of Conduct. Hindie Weissman seconded and the motion carried unanimously.

**c. Strategic Planning Process**

David Gedzelman made a motion to affirm the Board's commitment to strategic planning by authorizing the Executive Committee to coordinate a half-day Board retreat this Spring. Hindie Weissman seconded and the motion carried unanimously.

**10. Adjournment**

David Gedzelman made a motion to adjourn. Hindie Weissman seconded and the motion carried unanimously. The meeting was adjourned at 7:10 PM.