



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

**Wednesday, July 14, 2010
10:00 AM**

**6 East 39th Street, 10th Floor
New York, NY**

Members Present

Sara Berman, Chair
David Gedzelman, Vice-Chair
Charles Capetanakis, Treasurer
Ella Zalkind, Secretary
Norman Green (by video conference)
Caroline Greenwald
Hindie Weissman

Also Present

Maureen Campbell, Principal
Lisa DiGaudio, Director of Curriculum and Instruction
Daniel Nieciecki
Eli Schaap
Cliff Schneider

1. Call to Order

Sara Berman called the meeting to order at 10:15 AM.

2. Adoption of Agenda

Sara Berman made a motion to adopt the agenda. Charles Capetanakis seconded and the motion carried unanimously.

3. Adoption of Minutes

Sara Berman made a motion to adopt the minutes from the June 10 meeting. Charles Capetanakis seconded and the motion carried unanimously.

4. Public Comments

None

5. Staff Comments

None

6. Parents' Organization Comments

None

7. Staff Reports

a. Principal's Report

Principal Maureen Campbell presented her report to the Board [see attached].

Eli Schaap suggested that the Board should investigate the implications of the automatic acceptance of older siblings who would be coming in at higher grades without the advantage of the foundation of the Hebrew curriculum in previous grades.

David Gedzelman informed the Board that the Hebrew Charter School Center has engaged Hindie Weissman to coordinate the work of the various consultants to clarify and streamline the delivery of support. He noted for the record that referenced Hindie Weissman's engagement by the Hebrew Charter School Center to provide consulting services to HLA are being paid for by the Hebrew Charter School Center and therefore no potential conflict of interest exists that would require a Board vote.

b. Director of Curriculum and Instruction's Report

Lisa DiGaudio presented her report to the Board [see attached] and updated the Board also on the progress of curriculum mapping.

8. Board Actions

a. Contract Authorization

Maureen Campbell and Eli Schaap requested Board authorization for the following contracts:

1. Network Outsourcing for monthly IT maintenance and the wiring of the second floor: projected cost estimated at about \$80,000.
2. School Professionals for nursing services: \$55,993 plus supplies
3. Shields for expanded cleaning services for the second floor and a handyman: \$106,800
4. VM Hillel for food service: \$200,925

Sara Berman made a motion to authorize the signing of these contracts. David Gedzelman seconded and the motion carried unanimously.

9. Executive Session

Sara Berman made a motion that the Board go into executive session. Hindie Weissman seconded and the motion carried. A vote was taken on a personnel matter.

Charles Capetanakis made a motion to go out of executive session. Hindie Weissman seconded and the motion carried unanimously.

10. Adjournment

Charles Capetanakis made a motion to adjourn. Sara Berman seconded and the motion carried unanimously.

The meeting was adjourned at 11:35 AM.



**Hebrew Language Academy Charter School
Board of Trustees Meeting
Wednesday, October 6, 2010**

3340 Kings Highway, Brooklyn, NY 11234

Trustees Present

Sara Berman
Karim Camara
David Gedzelman
Norman Green
Dawn Jimenez
Hindie Weissman
Ella Zalkind

Also Present

Maureen Campbell
Arleen Danon
Lisa DiGaudio
Daniel Greendale
Daniel Nieciecki
Eli Schaap
Cliff Schneider
Raj Thakkar

1. Call to Order

Sara Berman called the meeting to order at 6:45 PM

2. Adoption of Agenda

Sara Berman made a motion to adopt the agenda. Hindie Weissman seconded and the motion carried unanimously

3. Adoption of Previous Meeting's Minutes

David Gedzelman made a motion to adopt the minutes from the July 14 meeting. Hindie Weissman seconded and the motion carried unanimously.

4. Public Comments

None

5. Staff Comments

None

6. Parents' Organization Comments

Adi Fisher from the Parents' Organization updated the Board on the PO's progress. They have established committees to get more parents involved and are planning a variety of fundraisers such as a food festival and arts and crafts day.

7. Committee Reports

Norman Green presented the report of the Education Committee.

The Education Committee met on Tuesday, September 28 and discussed the schedule, parent outreach, professional development, differentiated Hebrew instruction, academic intervention services, revised learning outcomes, Operation Respect, chess instruction, and the Teacherease.

Teacherease is an online data management system that will connect all parents with their students' data. Homework, behavioral anecdotes and report cards can be tracked through the system. The Committee felt this was a valuable asset for keeping parents in the loop, and will be linked to the parent portals when they are up and running.

He also informed the Board that the Education Committee would be meeting with the Parents Organization to discuss differentiation in math and Hebrew.

David Gedzelman presented the report of the Finance Committee.

The Finance Committee has been meeting regularly to approve expenditures of \$5,000 or more.

The Committee met on Tuesday, October 5, to review the financial statements for July and August 2010 and recommend that they be accepted by the Board.

The Committee will present the year-end financial report when the auditors have completed their final audited financial statement.

8. Staff Reports

a. Principal's Report

Principal Maureen Campbell presented her report, which had been previously distributed to the Board [see attached].

In addition to her written comments, she informed the Board that she had been selected to participate in the certification process for principals by the National Board for Professional Teaching Standards.

She has also instituted "Principal's Book of the Month" in order to encourage the school community to share the reading of a selected book and engage in related discussions and/or activities.

b. Directors of Curriculum and Instruction's Reports

Lisa DiGaudio introduced Arleen Danon, the new Director of Hebrew Curriculum and Instruction. Lisa and Arleen then presented their report, which had previously been distributed to the Board [see attached].

c. Director of Operations and Finance's Report

Sara Berman introduced Daniel Greendale, the new Director of Operations and Finance. He then presented his report, which had previously been distributed to the Board [see attached].

9. Board Actions

a. Acceptance of Financial Reports

Sara Berman made a motion to accept the July and August 2010 Financial Reports as recommended by the Finance Committee. David Gedzelman seconded and the motion carried unanimously.

10. Executive Session

Sara Berman made a motion that the Board go into executive session to discuss personnel issues and real estate matters. Hindie Weissman seconded and the motion carried unanimously. No votes or actions were taken during this time. Sara Berman made a motion that the Board come out of executive session. Hindie Weissman seconded and the motion carried unanimously.

11. Next Meeting

Sara Berman made a motion that the next meeting take place on Thursday, December 9 at 5:30 PM at the Hebrew Charter School Center office located at 6 East 39th Street, 10th Floor, New York, NY

12. Adjournment

Sara Berman made a motion to adjourn. Hindie Weissman seconded and the motion carried unanimously. The meeting was adjourned at 8:05 PM

**Hebrew Language Academy Charter School
Board of Trustees Meeting
Thursday, December 9, 2010
5:30 PM**

**6 East 39th Street, 10th Floor
New York, NY 10016**

Trustees Present

Sara Berman
Charles Capetanakis
David Gedzelman
Caroline Greenwald
Dawn Jimenez
Hindie Weissman

Also Present

Maureen Campbell
Arleen Danon
Lisa DiGaudio
Dan Gerstein
Daniel Greendale
Daniel Nieciecki
Eli Schaap
Cliff Schneider

1. Call to Order

Sara Berman called the meeting to order at 5:42 PM.

2. Adoption of Agenda

Sara Berman made a motion to adopt the agenda. Hindie Weissman seconded and the motion carried unanimously

3. Adoption of Previous Meeting's Minutes

Sara Berman made a motion to adopt the minutes from the October 6, 2010 meeting. Hindie Weissman seconded and the motion carried with one abstention.

4. Public Comments

None

5. Staff Comments

None

6. Parents' Organization Comments

Ronit Hanono updated the Board on the activities of the Parents Organization, which include a fundraiser in response to the fire in Israel, a proposed international potluck food festival, and arts & crafts fair in May or June, and monthly movie nights for children and their parents.

7. Committee Reports

David Gedzelman presented the report of the Education Committee.

The Education Committee met on November 10 and took the following actions:

- endorsed the purchase of a license for the "Mathletics" website
- affirmed the necessity of exploring math assessments similar to ECLAS
- requested more detailed reporting on Hebrew proficiency similar to graphs provided for English proficiency
- referred back to the school management the development of a proposal for more time for general studies and Hebrew studies teachers to work together.

Charles Capetanakis invited Eli Schaap to present the report of the Finance Committee.

The Finance Committee has been meeting regularly to approve purchase orders and check requests of \$5,000 or above.

The committee met on December 7 to review the Financial Reports for July through October, 2010 and recommend that they be accepted by the Board.

The committee also discussed applying for a credit card for HLA and will review the current policies and procedures and will recommend any changes if necessary.

Sara Berman presented the report of the Executive Committee.

On November 23, the Executive Committee authorized Principal Maureen Campbell to sign a contract for cleaning and maintenance services with Empire Facilities and Project Management. The committee recommends that the contract be affirmed by the full Board tonight.

8. Staff Reports

Principal Maureen Campbell presented her report, which had previously been submitted to the Board [see attached]. She also noted that the site visit conducted by the New York City Department of Education rated the school as highly commendable for an infant school.

Lisa DiGaudio and Arlene Danon presented their report, which had previously been submitted to the Board [see attached]. In addition to the written comments, Lisa informed the Board of the implementation of the "Don't Laugh At Me" anti-bullying program and that the program's originator Peter Yarrow would be coming to the school for a concert in the near future. She also informed the Board that the new second grade students are making substantial progress in the Hebrew-language curriculum.

Daniel Greendale then presented his report, which had previously been submitted to the Board [see attached]. In addition, he informed the Board that he is in the process of consolidating the school's bank accounts and moving the escrow account to an interest-bearing account.

9. Board Actions

Charles Capetanakis made a motion that the Board accept the audited financial statements and management letter for fiscal year 2010 as prepared by Loeb & Troper. Hindie Weissman seconded and the motion passed unanimously.

Charles Capetanakis made a motion that the Board accept the financial reports from July 1 through October 31, 2010. Hindie Weissman seconded and the motion carried unanimously.

Charles Capetanakis made a motion that the Board affirm the contract for cleaning and maintenance services with Empire Facilities & Project Management which the Executive Committee had previously authorized. Hindie Weissman seconded and the motion carried unanimously.

10. Executive Session

Sara Berman made a motion that the Board go into executive session to discuss personnel and legal matters. Charles Capetanakis seconded and the motion carried unanimously.

David Gedzelman informed the Board that Principal Campbell would be transitioning to a new position with the Hebrew Charter School Center at the end of the present school year. Sara Berman appointed a committee to oversee the search for a new principal composed of herself, Hindie Weissman, David Gedzelman, Eli Schaap, Caroline Greenwald, and Dawn Jimenez.

The Board was presented with an oral report indicating that Charter School Business Management, its financial consulting vendor, had counseled the business office to issue multiple checks to one vendor when the amount due was in excess of \$5,000. This was reportedly done for the sake of convenience so as to not require Finance Committee approval and a second signature on a lump-sum check as the School's Board-approved Financial Policies and Procedures require. A letter detailing the Board's concerns, reminding CSBM of the FPP and soliciting CSBM's acknowledgment that the practice will not occur again shall be sent to CSBM shortly.

The Board unanimously endorsed David Shapiro of Kasowitz, Benson, Torres & Friedman LLP to represent HLA in the litigation against Tabush Consulting.

The meeting was adjourned at 6:50 PM.

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

**February 7, 2011
3340 Kings Highway, Brooklyn, NY**

Minutes

Trustees Present

Sara Berman (by video conference)
David Gedzelman
Norman Green
Caroline Greenwald (by video conference)
Dawn Jimenez
Hindie Weissman
Ella Zalkind

Also Present

Maureen Campbell
Arleen Danon
Lisa DiGaudio
Daniel Greendale
Daniel Nieciecki
Irina Olevsky
Eli Schaap
Cliff Schneider

1. Call to Order

Sara Berman called the meeting to order at 6:50 PM and delegated the running of the meeting to David Gedzelman

2. Adoption of Agenda

Hindie Weissman made a motion to adopt the agenda. Dawn Jimenez seconded and the motion carried unanimously.

3. Adoption of Previous Meeting's Minutes

Norman Green made a motion to adopt the minutes of the December 9, 2010 meeting. Hindie Weissman seconded and the motion carried unanimously.

4. Public Comments

None.

5. Staff Comments

None.

6. Parents Organization Comments

Irina Olevsky updated the Board on the Parents Organization's programs and fundraising activities and efforts to get more parents involved.

7. Committee Reports

Norman Green presented the report of the Education Committee. The Education Committee met on January 19 and reviewed the assessment data for math and Hebrew and found that students are performing at or above standards.

The Committee also met with representatives of the Parents Organization, who shared their concerns that more varied learning materials be provided in math so that more advanced students can have more enriching work.

Education Committee chair Norman Green will act as liaison to the Parents Organization's education committee.

David Gedzelman presented the report of the Finance Committee. The Finance Committee continues to meet regularly to review and approve expenditures of \$5000 or more.

The Committee met on January 26 to review the Financial Reports for the period of July through December, 2010 and recommended that the Board accept them.

The Committee also reviewed the employee health insurance and pension plans.

Ella Zalkind presented the report of the Personnel Committee. The Personnel Committee met by conference call on February 2 and reviewed the policy on personal days for next year. No recommendations were made at this time.

8. Staff Reports

Principal Maureen Campbell presented her report, which had previously been distributed to the Board. In addition to her written comments, she informed the Board that the school has hired a new teacher aid and bookkeeper and that Principal Campbell has been selected by the New York State Education Department as a reviewer of upstate charter school applications. A new brochure and student recruitment plan has been developed and 147 applications for the new year have been received before these materials had been mailed out.

Directors of Curriculum and Instruction Lisa DiGaudio and Arleen Danon presented their report, which had also been previously distributed to the Board.

Finally, Director of Finance and Operations Daniel Greendale presented his report, which had likewise been previously submitted to the Board.

9. Acceptance of Financial Reports

Hindie Weissman made a motion that the Board accept the July-December 2010 financial reports as recommended by the Finance Committee. The motion carried unanimously.

10. Executive Session

Hindie Weissman made a motion that the Board go into executive session to discuss personnel matters and current litigation. Norman Green seconded and the motion carried unanimously. No votes or actions were taken.

Norman Green made a motion to go out of executive session. Hindie Weissman seconded and the motion carried unanimously.

11. Adjournment

Hindie Weissman made a motion to adjourn. Dawn Jimenez seconded and the motion carried unanimously. The meeting was adjourned at 8:15 PM.

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

**February 23, 2011
6 E. 39th Street, 10th Floor, New York, NY**

Minutes

Trustees Present

Sara Berman (by video conference)
David Gedzelman
Douglas Harmon (by video conference)
Dawn Jimenez
Hindie Weissman
Ella Zalkind (by video conference)

Also Present

Maureen Campbell
Daniel Greendale
Daniel Nieciecki
Eli Schaap

Sara Berman called the meeting to order at 5:50 PM and delegated the running of the meeting to David Gedzelman.

David Gedzelman made a motion to adopt the following resolution:

To assure that the Trustees of the Hebrew Language Academy Charter School are fulfilling their fiduciary obligation to oversee the school's proper participation in a federal program, it is hereby resolved that, as a condition of continuing its participation in the TIF Round 2 PICCS program, Hebrew Language Academy Charter School hereby confirms its obligation to budget, accrue and pay its local share of the TIF incentive for the 2010-2011 school year.

Hindie Weissman seconded and the motion carried unanimously.

The meeting was adjourned at 5:55 PM.

**Hebrew Language Academy Charter School
Board of Trustees Meeting
Wednesday, April 6, 2011 – 6:30 PM
6 E. 39th Street, 10th Floor, New York, NY 10016**

Minutes

Trustees Present

Sara Berman
David Gedzelman
Norman Green (by video conference)
Caroline Greenwald
Dawn Jimenez
Hindie Weissman
Ella Zalkind (by video conference)

Also Present

Maureen Campbell
Arleen Danon
Lisa DiGaudio
Daniel Greendale
Daniel Nieciecki
Eli Schaap

1. Call to Order

Sara Berman called the meeting to order at 6:46 PM.

2. Adoption of Agenda

Hindie Weissman made a motion to adopt the agenda. David Gedzelman seconded and the motion carried unanimously.

3. Adoption of Previous Meeting's Minutes

Sara Berman made a motion to adopt the minutes from the February 7 and February 23 Board meetings. Hindie Weissman seconded and the motion carried unanimously.

4. Public Comments

None

5. Staff Comments

None

6. Parents' Organization Comments

None

7. Committee Reports

Eli Schaap gave the report from the Finance Committee.

The Finance Committee has been meeting regularly to approve expenses of \$5,000 or more per the Financial Policies and Procedures.

The committee met on April 4 to review the financial report for the period from July 2010 through February 2011 and recommended that it be accepted by the Board. The committee also reviewed the question about personal days for staff and will make its recommendation later this evening in executive session.

Hindie Weissman gave the report from the Education Committee

The Education Committee has met three times since the last Board meeting. On February 16, the committee met to review student achievement data, which will be detailed in the Directors of Curriculum and Instruction report. The committee requested that the Principal and the instructional leadership develop a proposal for a plan to assist already-identified AIS students as well as new students coming in to higher grades who need additional help.

On March 16, the committee met to review a draft proposal for a performance-based incentive plan as required for participation in the PICCS program. The committee recommended that the Board approve the plan with the understanding that there may be further additions regarding PE and Music.

On April 1, the committee met to discuss the plan for a summer program plan which will also be discussed tonight in the Director of Curriculum and Instruction report and is an item for a vote under Board Action.

8. Staff Reports

a. Principal's Report

Maureen Campbell presented her report, which had been previously distributed to the Board. In addition to her written comments, she informed the Board that staff were in the process of completing the New York City Learning Environment survey. She also indicated that the ratio of student applications for enrollment in the 2011-2012 school year to available places was now 4:1.

b. Directors of Curriculum and Instruction Report

Lisa DiGaudio and Arleen Danon presented their report to the Board. They reviewed the most recent standardized testing data.

They then presented the plan for the summer program as requested by the Education Committee, a voluntary opportunity for further enrichment during the summer for students now in the two-year cohort, new students who have entered HLA late in the school year, as well as new students joining HLA for the first time in the fall of 2011 without any prior experience with the Hebrew language in grades 1, 2 and 3.

In this optional and voluntary 4-week program, children who are at the cusp of falling behind will gain necessary intensive support. All students currently receiving academic intervention services will be recommended for ELA, Math or Hebrew instruction. The program would consist of nineteen days of instruction from 8:30AM to 11:30AM each day. HLA will not provide transportation or lunch. The course design is meant for small groups, with no more than fifteen students per class. The design for each class is as follows:

ELA: Two sections of ELA will be offered. Each class will consist of no more than 15 students, using the DRA Reading Assessment for grades K-3 as the baseline assessment of skills. Students will be using the Reaching All Readers curriculum, which provides multiple opportunities for differentiation of skills. The three-hour program will be broken up into 1.5 hours of Readersø Workshop and 1.5 hours of Writersø Workshop. ELA is the priority offering. If a student is in need of both ELA and Math courses, or ELA and Hebrew courses, ELA will be the assigned to the student.

Math: There will be one section of Math offered. The class will cap at 15 students, using the Math in Focus (which is the Singapore Method of problem solving). The structure of the three hour class will focus on the workshop model, where the students are together at the beginning of class learning the common skill for that day, and then breaking into individualized groups that cater to their skills. Games, activities and skill based exercises will keep the students engaged during this time to make significant gains in their specific skill deficiencies.

Hebrew: There will be one section of Hebrew offered. The class will cap at 15 students, using the Kindergarten Hebrew curriculum, with specific variations for older students where appropriate. Using the workshop model, current students who have entered HLA late, in addition to new entrants from the lottery who have no exposure to Hebrew and will be entering grades 1, 2 or 3, will have exposure to Hebrew and gain acquisition skills as a warm-up to the school year. These students will gain more comfort within the language when they join their cohort in September.

The budget for this program is as follows:

1. Staff: \$9,553
2. School Aide: \$1,064
3. Nurse: \$3,952
4. Materials: \$4,450
5. Breakfast/Snack: \$1,792
6. Transportation: -

Total Budget: \$20,747

c. Operations Report

Daniel Greendale presented his report, which had previously been distributed to the Board.

9. Board Actions

a. Acceptance of Financial Reports

Hindie Weissman made a motion to accept the Financial Reports from July 2010 through February 2011. Dawn Jimenez seconded and the motion carried unanimously.

b. PICCS proposal

Sara Berman made a motion that the Board approve the Performance-Based Incentive plan as recommended by the Education Committee for the PICCS program. David Gedzelman seconded and the motion carried unanimously.

c. Summer Program proposal

Sara Berman made a motion that the Board approve the summer program plan detailed in the Directors of Curriculum and Instruction report for the summer of 2011. Hindie Weissman seconded and the motion carried unanimously.

10. Executive Session

Sara Berman made a motion that the Board go into executive session to discuss ongoing litigation and personnel matters. Hindie Weissman seconded and the motion carried unanimously.

No votes or actions were taken during this time.

11. Adjournment

The meeting was adjourned at 8:43 PM.

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

Tuesday, May 17, 2011
5:30 PM

6 East 39th Street, 10th Floor
New York, NY 10016

MINUTES

Trustees Present

Sara Berman
Charles Capetanakis
David Gedzelman
Norman Green (by video conference)
Dawn Jimenez
Hindie Weissman
Ella Zalkind (by video conference)

Also Present

Daniel Nieciecki
Eli Schaap
Laura Silver
David Shapiro

1. Call to Order

Sara Berman called the meeting to order at 5:45 PM.

2. Adoption of Previous Meeting's Minutes

Hindie Weissman made a motion to adopt the minutes from the April 6 Board meeting. David Gedzelman seconded and the motion carried with one abstention.

3. Public Comments

None.

4. Head of School Position

David Gedzelman informed the Board that the Principal Search committee recommended changing the title of the school leader to "Head of School" from "Principal" to reflect the greater responsibilities incumbent on a charter school leader. Sara Berman made a motion to change the title of the school leader to "Head of School" from "Principal." Hindie Weissman seconded and the motion carried unanimously.

5. Executive Session

Charles Capetanakis made a motion that the Board go into executive session to discuss ongoing litigation and personnel matters. David Gedzelman seconded and the motion carried unanimously.

During executive session, the following votes and actions were taken:

- Norman Green made a motion to confirm the recommendation of the Principal Search Committee to hire Laura Silver as Head of School for HLA effective June 1, 2011. Charles Capetanakis seconded and the motion carried unanimously.
- Charles Capetanakis made a motion to change the number of employee personal days to 6 per year. Sara Berman seconded and the motion carried unanimously.
- Sara Berman made a motion to establish a two-tiered health insurance plan with one plan for existing employees and a second for new employees. Charles Capetanakis seconded and the motion carried unanimously.
- Sara Berman made a motion to go out of executive session. Charles Capetanakis seconded and the motion carried unanimously.

6. Bank Resolution

Sara Berman made the following resolution:

Be it resolved, that the Board has determined it to be in the best interest of the School to change the School's banking relationships, moving all accounts from JP Morgan Chase to HSBC as soon as practicable; and

Be it further resolved, that those certain officers of the Board duly empowered by the School's By-Laws and in accordance with the School's Financial Policies and Protocols, be and are hereby authorized, empowered and directed to sign such documents as may be required to effectuate such change in banking relationship.

Charles Capetanakis seconded and the motion carried unanimously.

7. Adjournment

Charles Capetanakis made a motion to adjourn. Sara Berman seconded and the motion carried unanimously.

The meeting was adjourned at 6:55 PM.

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

June 1, 2011
6:30 PM

3340 Kings Highway
Brooklyn, NY 11234

MINUTES

Trustees Present

Sara Berman
David Gedzelman
Norman Green
Caroline Greenwald
Hindie Weissman
Ella Zalkind

Also Present

Maureen Campbell
Arleen Dannon
Lisa DiGaudio
Daniel Nieciecki
Eli Schaap
Cliff Schneider
Laura Silver

1. Call to Order

Sara Berman called the meeting to order at 6:42 PM.

2. Adoption of Agenda

Sara Berman made a motion to adopt the agenda. David Gedzelman seconded and the motion carried unanimously.

3. Adoption of Minutes

Sara Berman made a motion to adopt the minutes from the May 17 Board meeting. David Gedzelman seconded and the motion carried unanimously.

4. Public Comments

None

5. Staff Comments

None.

6. Parents Organization Comments

None

7. Staff Reports

On behalf of the Board, Sara Berman expressed gratitude to out-going Principal Maureen Campbell for her leadership and support during HLA's first two years. She presented Principal Campbell with a small gift and a cake as tokens of the Board's appreciation, and welcomed incoming Head of School Laura Silver.

Outgoing Principal Maureen Campbell presented her report, which had previously been submitted to the Board. In addition to her written comments, she voiced her gratitude to the Board for the opportunity to serve as the founding principal of HLA and her commitment to a smooth and successful transition.

Directors of Curriculum and Instruction Lisa DiGaudio and Arleen Danon presented their reports, which had been previously submitted to the Board. They noted that 84% of students across all cohorts are performing at or above grade level in standardized tests in English Language Arts and that 80% of students in all grades are performing at or above expected level of Hebrew proficiency. Math assessments were still in the process of being scored.

Director of Operations and Finance Daniel Greendale also presented his previously-distributed report to the Board.

8. Committee Reports

Eli Schaap conveyed Treasurer Charles Capetenakis's regrets that he could not attend this evening and presented the Finance Committee report in Mr. Capetenakis's place. Mr. Schaap informed the Board that the Finance Committee has been meeting regularly to approve expenses of \$5,000 or more. The Committee met on May 23 to review the proposed budget for the 2011-12 year and voted to recommend it to the Board for adoption with some minor modifications pending the conclusion of ongoing contract negotiations.

Norman Green presented the report of the Education Committee. The Committee met on May 18 and reviewed plans for the summer program which had been authorized at the last Board meeting. The committee also reviewed the progress reports by teacher and grade and discussed student hold-over policies for next year. Other topics discussed were interviews for prospective teachers for next year and the desire for a dance instructor as part of the PE and Arts programs.

David Gedzelman presented the report of the Nominating Committee. The Committee met on June 1 and reviewed the composition of the Board. The terms of Trustees Dawn Jimenez, Peter Noel, and Hindie Weissman will expire on June 30, 2011. The terms of Trustees Karim Camara, Norman Green, Caroline Greenwald, Douglas Harmon, and Ella Zalkind will expire on June 30, 2012. Finally, the terms of Trustees Sara Berman, Charles Capetenakis, and David Gedzelman will expire on June 30, 2013.

The Nominating Committee recommends that the Board of Trustees re-elect the Trustees whose terms are expiring as follows:

Dawn Jimenez for a three-year term expiring June 30, 2014

Hindie Weissman ó for a three-year term expiring June 30, 2014.\

9. Board Actions

a. Acceptance of Financial Reports

Sara Berman made a motion that the Board accept the Financial Reports through March 31, 2011. Hindie Weissman seconded and the motion carried unanimously.

b. Adoption of the 2011-2012 Budget

Sara Berman made a motion that the Board adopt the proposed budget for the 2011-2012 year. David Gedzelman seconded and the motion carried unanimously.

c. Adoption of 2011-2012 Meeting Calendar

Hindie Weissman made a motion that the Board adopt the calendar of meetings for the 2011-2012 year as follows:

August 2011 ó to be determined
Thursday, October 6, 2011
Thursday, December 1, 2011
Thursday, February 2, 2012
Thursday, April 19, 2012
Thursday, June 7 2012 ó Annual Meeting

Norman Green seconded and the motion carried unanimously.

d. Elections

Norman Green made a motion to re-elect Trustees Dawn Jimenez and Hindie Weissman for three-year terms expiring June 30, 2014. David Gedzelman seconded and the motion carried unanimously.

e. Contract Approval

Sara Berman made a motion that the Board authorize Principal Campbell and Head of School Silver to sign contracts with the following vendors for the following services:

Austin & Co for Insurance (General and Workerø Comp)
City Investigations for Security
Charter School Business Management for Financial and Auditing Consulting
Loeb & Troper for Auditing and Form 990 Preparation
School Professionals for Substitute Teachers
VM Hillel for Meal

Hindie Weissman seconded and the motion carried unanimously.

10. Executive Session

Sara Berman made a motion that Board go into Executive Session to discuss personnel matters. David Gedzelman seconded and the motion carried unanimously.

Sara Berman made a motion that the number of vacation days for full-time administrative staff be set at 20, of which 8 may be taken during the school year and 12 during the summer and of which a maximum of 10 may be carried over into the next year. Hindie Weissman seconded and the motion carried unanimously.

The meeting was adjourned at 7:55 PM.