



**Board of Directors Meeting  
Tuesday, December 14, 2021  
Via Videoconference**

**MINUTES**

**Participants:** Glen Howard, Chair  
Scott Bess  
Michelle Gilliard  
Elizabeth Karmin  
Elizabeth Lindsey  
Lisa Mallory  
Catherine Meloy  
Shirlissa Stelle  
April Young

The following staff members were also present: Chelsea Kirk, Colleen Paletta, Elizabeth Rienzo, Josh Wallish, Jeff Cole and Rosa Proctor. Mr. Wallish recorded the minutes of the meeting.

Mr. Howard called the meeting to order at 9:40am.

**Welcome of New Board Members**

Dr. Kirk introduced new board members Ms. Shirlissa Steele and Mr. Polaris Baily, and Mr. Howard welcomed them to the Board.

**Mission Moment**

Dr. Kirk presented the Mission Moment, highlighting hybrid learning at the school and showcasing students Antionette Watts and Lashawn Jasper, graduating in January, 2022.

**Approval of Minutes**

Mr. Howard asked for any proposed corrections and/or other revisions to the minutes of the October 12, 2021 Board meeting. Upon motion duly made and seconded, the **Board unanimously approved the minutes by roll call vote.**

**Financial Report**

Ms. Proctor presented the October 2021 year-to-date financials, highlighting several items of particular importance. Discussion followed, with Ms. Proctor responding to questions. She also

reported that the 2020-21 audit had been approved by Audit Committee and subsequently submitted to the Public Charter School Board.

### **Excel Center Update**

Dr. Kirk provided an update on school operations, focusing on the school's having exceeded its goals for enrolled students, the 2021 OSSE Report Card and School Improvement Plan, student and staff vaccinations, and Covid-19 testing protocols. Extensive discussion followed, with Ms. Paletta and Dr. Kirk responding to questions.

### **Expansion to Second Campus**

Ms. Meloy reported on the status of the second Excel Center campus.

### **Celebrating Seniors**

Dr. Kirk invited Board members to the virtual senior brunch on December 17, 2021, and to the live-streamed graduation on January 14, 2022.

### **Governance**

Mr. Wallish presented four board members proposed for re-election for a third term each:

Mr. Howard  
Ms. Gilliard  
Ms. Karmin  
Ms. Young

Mr. Wallish presented a proposed slate of officers to serve during 2022:

Mr. Howard, Chair  
Ms. Karmin, Secretary  
Ms. Young, Treasurer  
Ms. Lindsey, Liaison to PCSB

Mr. Wallish presented a proposed slate of members for the Executive Committee:

Mr. Howard, Chair  
Mss. Karmin, Lindsey, and Young, Members  
Ms. Meloy, *Ex Officio Member*

Mr. Wallish presented a proposed slate of members for the Audit Committee:

Mr. Bess  
Ms. Gilliard  
Mr. Howard

Mr. Wallish presented a proposed 2022 Board Meeting Calendar:

Upon Motion duly made and seconded, **the Board unanimously approved, by roll call vote, all five of the actions above noted.**

Mr. Wallish noted the annual compliance documents in the previously-distributed Board packet, drawing specific attention to the Record Retention and Destruction Policy.

**Public Comment**

No one from the public attended the meeting.

Mr. Howard adjourned the meeting at 10:55am.

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Elizabeth Karmin  
Secretary