



South Shore Charter School

February 2023
Board of Trustee Meeting
March 26, 2023 at 7:00pm

A quorum of 4 trustees out of 7 trustees were present		
Attendees	Dermoth Mattison, Executive Director (ex-officio trustee)	present
1.	Keith Brown (Chair)	present
2.	Kanika Mobley (Secretary)	present
3.	Adel Hageb (Treasurer)	absent
4.	Margaret Banks (Trustee)	absent
5.	Michelle Haynes (Trustee)	present
6.	Karlene Cowan (Trustee)	present
7.	Kevin Warren (Trustee)	absent

Meeting Agenda

1. Welcome
2. Call to Order and Roll Call
 - Meeting called to order at 7:24 pm
3. Approval of January Meeting Minutes
 - Karlene Cowan motioned to accept the January meeting minutes as read. Michelle Haynes seconded the motion. The motion was unanimously approved.
4. Public Comment Period
 - No comments presented
5. Re-election of Class 1 trustees
 - Michelle Haynes motions to re-elect Karlene Cowan and Adel Hageb to board serve a second term. Kanika Mobley seconded the motion. The motion is unanimously approved.
6. Executive Director's Report
 - Facility

- Plan A: Code change was unanimously approved by the town of Central Islip. Preparations are underway for the Special Permit hearing
- Plan B: The lease was fully executed in the month of February. We are in the process of identifying a contractor to begin repairs.
- Operations
 - Student applications increased by 80% within the past month.
 - Social Media Ads are running continuously.
 - Virtual Open House 02/11, In-person Open House 02/22
 - Vanguard mailers were delivered to homes this week.
- Academic
 - Met with curriculum developers to review maps and discuss feedback.
 - Matrix developed to track all curriculum development timelines.
 - School visit to AF Apollo, AF North Brooklyn and Growing Up Green Charter School
- Development
 - Signs and banners up for the Plan B location
 - We submitted an application and was awarded at \$7,900 grant from Project Lead the Way. The grant will fund training and development for our STEM teacher.
 - We officially became a member of BLACC.
 - Phone system is up and running with auto greeter and two extension. We also added a new line. Main number is 631-684-7000.
 - RFP developed and published for security services, janitorial services, print services and technology services.
 - Relaunched the process with School Foods Solutions to become an authorized food service provider.
 - Engaging Hertz to make changes to the furniture order.
 - Met with SUNY to discuss prior action items.
 - Working with Erate advantage to develop RFP for technology services
 - Arc of Year Document has been updated to reflect progress.

7. Presentation of February Financial Report

- Karlene Cowan makes a motion to forego reading of the financial report. Michelle Haynes seconded the motion. Motion unanimously approved.
- Hold on approving February financial report until the finance committee has an opportunity to meet.
- No new vendors for 2023, as yet.

Michelle Haynes motions to accept the Executive Director report. Kanika Mobley seconded the motion. Motion unanimously carried.

8. Adjournment

- a.** Motion to adjourn entered by Michelle Haynes. Seconded by Kanika Mobley. Motion carries unanimously. Meeting adjourned at 8:03 pm.