

**Charter High School for Law and Social Justice  
Board of Directors Meeting Minutes  
March 11, 2015, 6:30pm  
New York Law School, 185 West Broadway, Room C250  
New York, NY 10013**

Present: Janine Azriliant, Jenn LaMarsh, Rick Marsico, Katie Smelas, Mary Ellen Sullivan,  
Absent: Darren Johnson, Cynara McQuillan, James O'Neal, Linnet Tse

1. Welcome and Call to Order

2. Approval of the Minutes of the Meeting of the Board of Trustees of February 11, 2015  
(Exhibit 1 to Agenda of March 11, 2015)

On motion by Mary Ellen Sullivan and second by Katie Smelas, the Board adopted the following resolution by unanimous vote:

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the minutes of the Board of Trustees meeting of February 11, 2015, attached as Exhibit 1, are approved.**

3. Consideration of Policies (Exhibits 2, 3, 4, 5A, and 5B to Agenda of March 11, 2015)

On motion by Jenn LaMarsh and second by Katie Smelas, the Board adopted the following resolution by unanimous vote:

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board adopts the following policies, attached as Exhibits 2, 3, 4, 5A, and 5B:**

**Anti-Sexual Harassment Policy (Exhibit 2)  
Freedom of Information Policy (Exhibit 3)  
Open Meetings Law Policy (Exhibit 4)  
Family Educational Rights and Privacy Act Policy (Exhibit 5A)  
Notification of Rights Under the Family Educational Rights and Privacy Act Policy (Exhibit 5B)**

4. Retention of Professional Services Firm (Exhibit 6 to Agenda of March 11, 2015)

On motion by Katie Smelas and second by Janine Azriliant, the Board unanimously voted to go into executive session.

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board adjourns to executive session to discuss the retention of a law firm.**

On motion by Janine Azriliant and second by Katie Smelas, the Board unanimously voted to return to public session.

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board returns to public session.**

On motion by Janine Azriliant and second by Jenn LaMarsh, the Board adopted the following resolution by unanimous vote:

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board authorizes the Board President or his designate to sign the retainer with Bond, Schoenk, and King, attached as Exhibit 6.**

5. Employment of Particular Individuals (Exhibits 7, 8, 9, and 10 to Agenda of March 11, 2015)

On motion by Jenn LaMarsh and second by Mary Ellen Sullivan the Board unanimously voted to go into executive session.

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board adjourns to executive session to discuss the employment of particular individuals.**

On motion by Jenn LaMarsh and second by Katie Smelas, the Board unanimously voted to return to public session.

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board returns to public session.**

On motion by Katie Smelas and second by Jenn LaMarsh, the Board adopted the following resolution by unanimous vote:

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board resolves to hire the following individuals in the positions indicated:**

**Assistant Principal for School Culture – Simon Obas**

**Director of Operations – Arthur Mockabee**

**Summer Bridge Program Legal Coordinators – Shannon Lashlee, Dale Mackey, and Lauren Zamora**

**and it is further**

**RESOLVED that the Board authorizes the Board President or Principal/Head of School Samantha Pugh to offer the positions to such individuals; and it is further**

**RESOLVED** that the Board President or Principal/Head of School can negotiate the terms of a contract with the Assistant Principal for School Culture and the Director of Operations; and it is further **RESOLVED** that the Board President or Principal/Head of School is authorized to present the Offer Letter, attached as Exhibit 10, to the individuals selected as Summer Bridge Program Legal Coordinators.

6. Fundraising Committee Report (Exhibit 11 to Agenda of March 11, 2015)

The Committee has finished the letter, attached as Exhibit 11, that we intend to send to friends and family. People should contact Rick with any comments on the letter.

7. Email Marketing Services (Exhibit 12 to Agenda of March 11, 2015)

On motion by Katie Smelas and second by Jenn LaMarsh, the Board adopted the following resolution by unanimous vote:

**It is hereby RESOLVED by the Board of Trustees of The Charter High School for Law and Social Justice that the Board President or his designate is authorized to enter into an agreement with iContact to provide email marketing services.**

8. Facilities Update

Rick Marsico provided an update.

9. Board Member Resignation

Asha Smith has resigned from the Board.

10. Summer Bridge

Rick Marsico provided an update.

11. Student Recruitment

There will be two student recruitment fairs held this weekend. Anyone who wishes to attend should let Samantha know.

12. New Business

There is no new business.

13. Next Meeting

The next Board meeting will be held on Wednesday, April 8, 2015, at 6:30pm at New York Law School, 185 West Broadway, New York, NY 10013.

14. Adjournment

Upon motion by Katie Smelas and second by Janine Azriliant, the Board of Trustees of The Charter High School for Law and Social Justice unanimously voted to adjourn the meeting.