

**Opportunity Charter School
Board of Trustees—Minutes
Monday September 16, 2013**

Trustees Present: June Smith, Alice Cutler, Peggy Culver, Philip Pallone, Julie McGee, Mark Alter, Jerry Schwartz

Executive Staff Present: Leonard Goldberg, Aaron Hawn, Emily Samuels, Asya Johnson, Allison Mutzel

Absent: Robert Zellner

Public Notification: Notice of meeting on OCS website (as of September 11, 2013), posted on front door of OCS and displayed in the OCS main office (beginning September 11, 2013). Attending Members of the Board of Trustees met at Opportunity Charter School, 240 West 113 St. Room 403 at 6:00 p.m. The meeting was led by the Board Chair June Smith. A quorum was reached with 7 out of 8 board members in attendance.

Adoption of June Board of Trustee Minutes

A vote to approve the minutes from the June 13, 2013 BOT meeting was taken with all in favor with no dissentions.

CEO Report

CEO report began with Leonard Goldberg welcoming all to the beginning of the 2013-2014 School Year. He then provided updates on the following OCS programs and introduced the OCS presenters:

- Culinary Arts
- Geriatric Career Development/Jewish Home Lifecare
- Y.U.N.G. Harlem University
- Introduction of Meeting Presenters
 - Aaron Hawn, Director of Student Assessment & Brandon Thomas, Director of Guidance
 - Graduation Rate Data
 - Results of 2010-2013
 - African American, General Education, and Students with Disabilities(SWD)
 - Board requested that going forward include rates for those considered “College Ready”
 - Jessica Marcu, Supervisor of Special Education
 - Success story of recent SWD graduate
 - Krystal Vazquez, Admissions & Alumni Coordinator
 - Enrollment Data and Intake Process
 - Alumni Statistics
 - Alumni Office plans and goals
 - Asya Johnson, High School Principal

- Plans to Address Rigor in High School
- Establishment of the Depth of Knowledge
- Cornell Notes being used in all classes
- Binders for each student to encourage writing in ALL areas
- Switch from FEI to Danielson
- Allison Mutzel, Middle School Principal
 - Plans for this year include addressing School Climate first
 - Teacher Training on Common Core
 - Phase II of the Middle School restructuring
 - Teacher Feedback
 - Principal to provide rigorous feedback on Lesson Plans

Committee Reports:

- **Fundraising/Development Committee Report**
 - Plans are in the works to establish more corporate relationships that can lead to internship programs for OCS students.
- **Academic Committee Report**
 - Principals covered report out.
- **Finance Committee Report**
 - Committee reports that the financial picture for OCS remains stable and Annual Audit to coming to a close.

Communication from the Public

- There were no comments from the public.

Executive Session

The Board moved to Executive Session to discuss personnel and legal issues.

The meeting was adjourned at 7:45 p.m.