

MINUTES**Call to Order**

The September 2022 meeting of the Board of Trustees of Valence College Preparatory Charter School was held remotely via Zoom video conference on Thursday, September 22, 2022 at 7:00pm.

The Board Chair presiding and called the meeting to order at 7:03pm.

Board Member Attendance

Present by Video Call	Absent
Angie Guerrero Arjun Kapoor Ahmed Khan Sandy Matthews Jose Santiago Tony Shan	Shruti Chopra Lydia Orr

Quorum was met.

Non-Board Member Attendance

Present by Video Call
Mitch Flax (Head of School) Bryson Wilson (EdTec) Adnan Vandyck (EdTec)

Approval of Minutes

- Angie motioned to approve [the minutes from the August meeting](#) of the Board of Trustees on August 25, 2021, and Ahmed seconded. The motion was approved unanimously.

Approval of Agenda

- Angie motioned to adopt the September meeting agenda, and Arjun seconded. The motion was approved unanimously.

Public Comment

No public comment was made.

Reports of the Committees

Report Of	Presented By	Notes
Finance Committee	EdTec	Financial Updates: <ul style="list-style-type: none"> ● Projection of 440 based on actual enrollment ● YTD positive variances on revenue and expenses actuals ● Projecting positive adjusted net income fo the year ● Will work throughout the year to find areas of savings given lower than budgeted enrollment ● FY 21-22 final audit underway
Governance Committee	Angie Guererro	General Updates: <ul style="list-style-type: none"> ● Job descriptions by committee updated and confirmed ● November meeting change proposed due to conflict with Thanksgiving Day <ul style="list-style-type: none"> ○ Vote: To change November Board Meeting to Thursday November 17, 2022 at 7pm <ul style="list-style-type: none"> ■ Moved by: Angie ■ Seconded by: Tony ■ Result: Approved unanimously and November meeting changed to Nov. 17, 2022 at 7pm ● Opening meeting law back in effect <ul style="list-style-type: none"> ○ Vote: Adopt resolution to allow to authorize members to attend meetings by videoconferencing <ul style="list-style-type: none"> ■ Moved by: Angie ■ Seconded by: Arjun ■ Result: Approved unanimously and resolution adopted ● October meeting will be our annual meeting
Academic Committee	Mitch Flax	Academic Updates: <ul style="list-style-type: none"> ● Diagnostic testing done at the beginning of school year to establish baseline for scholars

Other Reports

Report Of Head of School	Presented By	Notes
State of School	Mitch Flax	State of School Updates: <ul style="list-style-type: none"> ● Enrollment: projected FTE of 440 vs. 448, expected to be 2% under-enrolled at steady state <ul style="list-style-type: none"> ○ enrollment is down 9.5% citywide since the start of the pandemic ● More high touch recruitment plan for next school year ● Staffing: all areas covered and rounding out additional



		<p>academic support</p> <ul style="list-style-type: none"> Continued to push to codify strong instructional cycles through coaching and PD Launching after school clubs and Friday enrichment programs New York State class size legislation to be further discussed as more information comes out
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New Business

No new business was raised.

Meeting Adjournment

Angie moved to adjourn the meeting, and Arjun seconded. The motion to adjourn was approved unanimously at 8:14pm.

Tony Shan

09/22/2022

 Tony Shan
 Board Secretary
 Valence College Preparatory Charter School

 Date of Approval

