



Charter School of Inquiry (CSI)

Minutes – Special Board Meeting

October 22, 2020

1. Call to Order:

A special meeting of the Board of Trustees (the “Board”) of the Charter School of Inquiry (the “School”) was held on Thursday, October 22 for the purpose of discussing a confidential personnel matter involving the Head of School’s 2019-20 evaluation. The meeting was called to order by Helene Kramer, the presiding officer, at 4:33 pm, a lawful quorum being present. The meeting was held via a Zoom videoconference (meeting id 85322834888), in accordance with Executive Orders by the Governor of the State of New York,

Trustees present: Melvin Bankhead III, Peter Dow, R. Latise Hairston, Bruce Haydon, Helene Kramer, Janet Peters., Mary Jo Pfeiffer,

Excused: Deborah Porter

2. Proof of Public Notice of Meeting:

Pursuant to the Open Meetings Law, Helene Kramer shared a notarized affidavit listing the places where the Notice of Meeting held on October 22, 2020 were posted and a list of media outlets which were asked to publicize the meeting on their community calendars, in their print notices or broadcasts. This notarized affidavit will be kept on file.

3. Executive Session – Discuss Confidential Personnel Matter

Ms. Kramer asked for a motion to go into executive session for the purpose of discussing a confidential personnel matter involving the Head of School’s 2019-20 personnel evaluation.

A motion to go into executive session was made by Peter Dow, seconded by Melvin Bankhead III and approved unanimously by the trustees at 4:35 pm.

Ms. Kramer asked for a motion to move out of executive session.

A motion to move out of executive session was made by Bruce Haydon, seconded by Melvin Bankhead III and approved unanimously by the trustees at 5:43 pm.

Ms. Kramer reported in open session that the CSI board of trustees had discussed the Head of School evaluation for the 2019-20 school year.

4. **Next Meeting:** The next regularly scheduled monthly business meeting of the CSI board of trustees is scheduled for Tuesday, November 10, 2020 at 5:00 pm.

5. **Adjournment:**

A motion to adjourn was made by Mary Jo Pfeiffer, seconded by Melvin Bankhead III, and approved unanimously by the trustees. The meeting was adjourned at 5:45 pm.

Respectfully submitted by:



Melvin Bankhead III, Board Secretary

11 Nov 2020

Date