



Charter School of Inquiry (CSI)

Minutes – Special Board Meeting

March 11, 2021

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, March 11, 2021 for the purpose of revising its admissions policy to include a weighted lottery. The meeting was called to order by Helene Kramer, the presiding officer, at 5:03 pm, a lawful quorum being present. The meeting was held via a Zoom videoconference (meeting id 87461400351), in accordance with Executive Orders by the Governor of the State of New York,

Trustees present: Melvin Bankhead III, Peter Dow, Nichelle James, Helene Kramer, Valerie Nolan, Janet Peters, Deborah Porter, Mary Jo Pfeiffer,

Excused: Latise Hairston, Richard Bruce Haydon, Anne Henry

Head of School: John Sheffield

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 March 11, 2021 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. Review Revised Admissions Policy

Ms. Kramer thanked members of the task force, including Mary Jo Pfeiffer, Valerie Nolan, Anne Nguyen Henry, and John Sheffield, for their work on drafting the revised admissions policy. Board Co-chair, Mary Jo Pfeiffer, and members of the task force reviewed the proposed revisions with the board of trustees. Ms. Kramer reported that, in the revised policy she sent to the board for consideration, she inadvertently omitted the last sentence of the policy: “Any policy revisions are subject to approval of the NYS Education Department Charter School Office.” When asking for a motion to approve the revised policy, she will ask for it to be approved, as amended with this sentence.

4. Resolution to Approve Revised Admissions Policy to include a Weighted Lotter

A motion to approve the resolution for a revised admissions policy to include a weighted lottery, as amended, was made by Peter Dow, seconded by Mary Jo Pfeiffer, and approved unanimously by the trustees.

5. Next Meeting: The next regularly scheduled monthly business meeting of the CSI board of trustees is scheduled for Tuesday, April 6, 2021 at 4:45 pm.

3. Adjournment:

A motion to adjourn was made by Deborah Porter, seconded by Valerie Nolan, and approved unanimously by the trustees. The meeting was adjourned at 5:17 pm.

Respectfully submitted by:



Melvin Bankhead III, Board Secretary

7 APRIL 2021

Date