

**The Charter High School for Law and Social Justice
Minutes of the Board of Trustees Meeting**

Date: January 16, 2025

Location: Hybrid Meeting (Zoom and In-Person)

Time: 6:00 PM – 6:47 PM

Members Present:

In-person: Richard Burke (Executive Director/Head of School)

Via Zoom: Jack Callahan (Chairperson), Rick Marsico, Ben Hirsch,
Amy Fuller, Rina Beder, Janine Azriliant, Christian Bannerman

Absent: Jumaane Saunders, Linette Tse

1. Welcome and Call to Order

The meeting was called to order at 6:00 PM by Jack Callahan,
Chairperson.

2. Consent Agenda

The December minutes were included in the consent agenda and
approved with no objections.

3. Financials

Richard Burke presented the financial report for December 2024:

- Cash on hand: \$5,396,114 (122 days).
- The projected year-end deficit remains approximately \$745,769,
primarily due to the middle school's delayed start and low
enrollment.
- Enrollment updates: The high school gained four students,
increasing enrollment to 476, while the middle school remains at
49 students, below the projection of 120.
- Expenses are on target, with some additional costs attributed to
middle school preparations.

4. Executive Director Report

Richard Burke shared updates for December 2024:

- **Facilities:** Persistent heating issues in the cafeteria and gym are being addressed. Repairs improved gym heating, but cafeteria conditions remain challenging. Contractors are actively working on solutions, and temporary measures have been implemented to ensure student comfort. The school continues to work closely with the Archdiocese to expedite long-term repairs.
- **Community Engagement:** A mentoring program in partnership with New York Law School has been initiated. This program pairs 15 law students with high school juniors and sophomores. Activities include structured mentorship sessions, career planning discussions, and opportunities to visit the law school. The program aims to build long-term relationships, inspire students toward legal careers, and provide a practical understanding of law and social justice.
- **Academic Initiatives:** Preparations for January Regents exams are underway, with mock exams conducted earlier in the month to identify areas for improvement. Teachers and educational staff are collaborating to provide targeted support for students. Additionally, efforts are being made to integrate more resources for Regents' preparation, ensuring students have access to tools needed for success.

5. Chairman Report

Jack Callahan provided updates:

- The 200 West Tremont project's completion timeline has shifted to July 2026, with ongoing work to finalize designs and finishes.
- Plans are being developed to manage space constraints at the middle school, including the potential use of the convent 1st floor.
- A board visit to the middle school is scheduled for January 21, 2025.

6. Committee Reports

- **Finance Committee:** The committee met earlier in the week. Financials remain aligned with projections, and efforts to recruit an additional committee member are ongoing.
- **Academic Committee:** An academic update is expected during the February or March meeting.
- **Fundraising Committee:** Plans are being made to build a weather shelter for the school's kiln, with potential fundraising initiatives being explored.
- **Governance Committee:** No immediate issues were reported, though a meeting will be scheduled to review governance needs.

7. New Business

No new business was raised.

8. Public Statements


No public comments were made.

9. Next Meeting

The next Board of Trustees meeting is scheduled for February 20, 2025, at 6:00 PM.

10. Motion to Adjourn

Amy Fuller made a motion to adjourn and seconded it to Janine Azriliant. The meeting adjourned at 6:47 PM.



Jack Callahan, Chairperson

2/4/25