

PINNACLE CHARTER SCHOOL  
BOARD OF TRUSTEES  
WORKSHOP/BUSINESS MEETING – MINUTES  
MONDAY NOVEMBER 28 2011 – 6:00PM  
Pinnacle Charter School Room 147 (Science Room)  
115 Ash Street Buffalo NY 14204

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1.0 Call to Order – 6:15PM

**ROLL CALL  
ATTENDANCE AT THIS MEETING**

(Board members who arrive after the meeting begins will be noted as “present” at the point in this agenda at which they arrive.)

Fenice Boyd	<u>          x          </u>	Broderick Cason	<u>          x          </u>	Linda Gordon	<u>  ABS  </u>
Dennis Horrigan	<u>          x          </u>	Stephen Phelps	<u>          x          </u>	Richard Stanton	<u>          x          </u>
Julie Varner	<u>          x          </u>				

**Attendance – School Administrators**

Linda Marszalek	<u>          x          </u>	Sarah Infante	<u>          x          </u>
Julie Davis	<u>          x          </u>	Lisa Rogers	<u>          x          </u>

**Attendance – Guests**

Sharon Rochelle           x          

2.0 **AMENDMENTS** or adjustments to the agenda by the Board Members

6:24PM Linda Gordon arrived for the Board Meeting

3.0 **PRIVILEGE OF THE FLOOR**

4.1 **RESOLVED** upon the recommendation of the Chief Academic Officer, the Board of Trustees approves the creation of a Teacher Mentor Program. One teacher Mentor will be assigned to one teacher as needed and will work throughout the school year for a stipend of \$750.00 annually or \$375.00 per semester for one mentee. Mentors will be identified by administration based on specific instructional skills, compatibility to mentee and leadership abilities. Assignments will be either for one semester or one school year. Mentors will be expected to meet with an identified Mentee weekly, observe classroom performance, provide instructional feedback through coaching and monitoring and maintain on-going feedback with administration regarding progress.

Moved by	<u>  Broderick  </u>	Seconded by	<u>  Richard  </u>	Vote	<u>  6-0  </u>
	<u>  Cason  </u>		<u>  Stanton  </u>		

5.0 **ACCEPTANCE OF PREVIOUS MINUTES**

5.1 **RESOLVED**, that the minutes from October 24, 2011 meeting are adopted as presented.

Moved by Dennis Horrigan                      Seconded by Broderick Cason                      Vote 6-0

6.0 **PERSONNEL** – Administration, Teaching and Support Staff

6.1 **Resignations** - None

6.2 **Leave(s) of Absence Without Reimbursement**  
None

6.3 **Transfers**  
None

6.4 **Position Control and Job Description**  
None

6.5 **Appointments**  
None

7:05PM

7.0 **Contracts**

7.1 **RESOLVED** upon the recommendation of the Chief Academic Officer, the Board of Trustees approves a contract with Eastern Copy Products to lease a Konica Minolta 950 Copier for \$587.00 for 60 months. See attached for additional specifications of lease agreement.

Moved by Richard Stanton                      Seconded by Dennis Horrigan                      Vote 6-0

7:10PM

7.2 **RESOLVED** upon the recommendation of the Chief Academic Officer, the Board of Trustees accepts a Sharing the Dream Grant of \$5000.00 from The National Association of Elementary School Principals Foundation (NAESP) and Met Life.

7:05PM

Moved by Broderick Cason                      Seconded by Stephen Phelps                      Vote 6-0

7:15PM

7.3 **RESOLVED** upon the recommendation of the Chief Academic Officer, the Board of Trustees enters into an MOU with the Research Foundation of SUNY @ Buffalo State on behalf of the Center for Excellence in Urban and Rural Education to become one of Pinnacle’s Supplemental Educational Service Providers (SES) as required under *No Child Left Behind* not to exceed the amount required by law or 20% of this year’s Title I grant allocation not to exceed \$35,000.00.

Moved by Richard Stanton      Seconded by Julie Varner      Vote 5-0  
1 Recusal

7:35PM

8.0 **CAO Report**

- 8.1 Board Preparation for Site Visit for Charter Renewal
  - 8.1.1 Board Actions over the Past 18 Months
  - 8.1.2 The Turn Around Plan and Benchmark Assessments
  - 8.1.3 Pinnacle Charter School: A Story of Transition
  - 8.1.4 Planning Ahead Action Plan
  
- 8.2 Enrollment Report

8:00PM

9.0 **Board Reports**

9.1 Finance Committee Report – Dennis Horrigan

Moved by Dennis Horrigan      Seconded by Broderick Cason      Vote 6-0

10.0 **ADJOURNMENT**

8:28PM A motion was called to adjourn the meeting.

Moved by Richard Stanton      Seconded by Linda Gordon      Vote 6-0