

MINUTES OF A MEETING OF  
THE BOARD OF TRUSTEES OF THE  
**MATH, ENGINEERING, AND SCIENCE ACADEMY**  
**CHARTER HIGH SCHOOL**

**February 7, 2013**

A regular meeting of the Board of Trustees (the “**Board**”) of the Math, Engineering, And Science Academy Charter High School (the “**School**”), was held at **111 Broadway in New York, NY on February 7, 2013** beginning at 6:00p.m. local time pursuant to notice duly given.

The following Trustees were present in person at the meeting: **Rebecca Daverin, Ralia Polechronis, Tracie Benjamin-Van Lierop, Rajeev Nath, and Ellis Scope**

The following Trustees were present via webcam at the meeting: **William Short and Jon Davidson**

**Hilary Allen and Raul Rubio were absent from the meeting.** Also present at the meeting were **Arthur Samuels, Executive Director of MESA and Heather Blumberg of Charter School Business Management.** Mrs. Ralia Polechronis presided as Board Chair of the meeting, and Ms. Rebecca Daverin recorded the minutes as secretary. **All of the participants were able to speak and be heard and were deemed to be present at the meeting pursuant to the School’s bylaws.**

After noting that a quorum was present, Mrs. Polechronis called the meeting to order.

**Public Comment.** The Chair opened the floor for public comment on matters previously discussed at the meeting in accordance with Board policy regarding public comments, which policy was made available at the meeting. No one from the public was in attendance.

**Motions**

- Rebecca moved to approve the proposed FOIL policy, Rajeev seconded. All voted to approve with no opposition. Ralia will make grammatical edits and add to the Dropbox.
- Rajeev moved to ratify the travel expenses Arthur and Pagee incurred for an upcoming trip prior to the meeting, Tracie seconded. All voted to approve with no opposition.

- Rebecca moved to approve the proposed *Financial Policies and Procedures Manual* with an amended three tier purchase approval policy - up to \$5,000 requires Arthur's authorization, \$5,000-\$20,000 requires Arthur's and Pagee's authorization, over \$20,000 requires board approval, Raj seconded. All voted to approve with no opposition.
- Rajeev motioned to approve a sunset resolution set to expire on July 1, 2013 requiring Arthur to notify the Finance Committee of the Board of Trustees within 24 hours of making any purchases within the \$5,000-\$20,000 range, Tracie seconded. All voted to approve with no opposition.
- Tracie moved to ratify Arthur's retention of Charter School Business Management as Financial Consultants for the school, Ellis seconded. All voted to approve with no opposition.
- Rajeev moved to approve the January Board minutes, Tracie seconded. All voted to approve with no opposition.

**This concludes our formal approval portion of the meeting.**

**Adjournment. There being no further business to come before the Board, the meeting was adjourned.**

Respectfully submitted,

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**Rebecca Daverin**  
Secretary

APPROVED:

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**Ralia Polechronis**  
Board Chair

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Rebecca Daverin  
Secretary

APPROVED:



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Ralia Polechronis  
Board Chair