MINUTES OF THE BOARD OF TRUSTEES OF
HEKETI COMMUNITY CHARTER SCHOOL

Date: July 27, 2020

Attendance:
The meeting of the Heketi Community Charter School Board of Trustees was held via Zoom video conference at approximately 5:00 pm.

The following Trustees were present via video conference: Jamie Knox, Glory Carrion-Gomes, Edwin Cespedes, and Sarah Kawaling. Others in attendance via video conference were David Rosas (School Director), Elly Blanco-Rowe (Assistant Principal), and Michelle Rumph (Director of Finance).

Approval of prior month’s minutes:
The minutes for the June 29, 2020 meeting of the Board was approved.

Finance:
- Ms. Rumph presented the June finance report.
  - The finance report includes updated school closure/dissolution expenses and a detailed cash flow summary. We are continuing to clear out the balance sheet and outstanding liabilities. The school continues to stay in positive cash flow after all updates and additional expenses during the dissolution period.
  - As per SUNY, because the school is closing, the audit for Heketi should encompass the June 30, 2020, regular annual audit plus include the liquidation basis from July 1, 2020, forward to issuance date. MBAF audit firm will performance audit fieldwork from July 2019 to November 2020 (projected issuance date).

School Closure Plan/Dissolution:
- The Leadership team school continues working through the school closure checklist.
- The School Director and Director of Finance will continue to work on dissolution follow-up items through September 30, 2020, at an hourly rate and remain on the payroll. Mr. Rosas and Ms. Rumph will then switch over to independent contractors for the duration of the dissolution period. They will be the point people working with CSBM, SUNY, the DOE, and the attorneys.
- **Heketi 403b Plan Termination**
  - The school’s current 403b Plan reserves the right to terminate the plan deemed a business necessity due to the school permanently closing.
    - The Board motioned to terminate Heketi Community Charter School’s 403b Plan effective September 30, 2020, all in favor. The resolution was unanimously approved.

School Director's Update:
- Mr. Rosas and Ms. Blanco-Rowe provided an update of Heketi’s Summer School program.
- Mr. Rosas will write a reflection letter to the SUNY Board about the process and the impact the school closing has had on families and the community.
Upcoming Meeting(s):

- The Board of Trustees will stay on during the dissolution period to vote on closeout documents. Additional meetings will be scheduled if necessary.

Adjournment:
There being no further business to come before the Board, upon motion duly made and seconded, the meeting adjourned at approximately 5:45 pm.

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Jamie Knox, Board Chair