

**Minutes of the Regular Meeting of  
The Equity Project (TEP) Charter School Board of Trustees  
December 7, 2015**

The 77th regular meeting of the Board of Trustees of The Equity Project Charter School was held on December 7<sup>th</sup>, 2015 in Trailer #28 at The Equity Project Charter School at 549 Audubon Ave., NY, NY 10040 pursuant to due notice to Trustees via electronic mail sent on 8/17/15. Public notice was posted in the TEP main office, posted on TEP's website at [www.tepcharter.org](http://www.tepcharter.org), and shared with several NYC publications (El Diario, Manhattan Media, and the Manhattan Times).

**The following Trustees were present:** Zeke Vanderhoek, Sean Juan, Laura Tavormina, and Crystal Harmon attended via video conference. David Coleman attended via phone.

**The following additional staff members were present:** Susan Yue and Shelly Gupta.

Meeting called to order at 5:30 pm.

1. Approval of previous minutes. Approved by unanimous vote: Zeke Vanderhoek, Laura Tavormina, Crystal Harmon, Sean Juan and David Coleman.
2. 2014-15 Teacher Bonus Review & Approval. Bonus amounts not available yet due to delayed data.
  - Motion Proposed: If data and methodology used to calculate previous years' bonus amounts, Zeke will send the proposal to the board via email for discussion and final signoff. If there is any difference in either the data provided or in the methodology to calculate bonuses, Zeke will schedule an additional Board of Trustees meeting for discussion and a vote. Approved by unanimous vote: Zeke Vanderhoek, Laura Tavormina, Crystal Harmon, Sean Juan and David Coleman.
3. Year End Board Giving
4. Fundraising and facilitate update
5. Elementary School Expansion Update
  - Approval Timeline
  - Student Recruitment
  - Facility Search
  - Hiring

Meeting adjourned at 6:30 pm.

Minutes recorded by Secretary Crystal Harmon.