



**ATLANTIC COMMUNITY  
CHARTER SCHOOL**

**Office of the Board Secretary  
Dr. Joseph Cappello**

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## **MEMO**

To: Members of the Board of Trustees

From: Dr. Joseph Cappello, Board Secretary

Date: December 14, 2018

**Subject: NOTICE OF DECEMBER BOARD OF TRUSTEES MEETING**

The December meeting of the Board of Trustees of the Atlantic Community Charter School will be held on Thursday, December 20, 2018 at 4:00 PM in the Conference Room of the school.

Please confirm if you are attending same in person or by phone to Ilana Mindel, Broder Law Group, [imindel@broderlawgroup.com](mailto:imindel@broderlawgroup.com). In the event you need to attend by phone, the call-in number is **(515) 739-1030** and the Meeting ID is **136-915-916#**.

Respectfully submitted,

A handwritten signature in black ink, reading "Joseph M. Cappello". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Dr. Joseph Cappello, Board Secretary  
Atlantic Community Charter School