

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
February 27, 2019

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, February 27, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:04 PM.

Trustees Present in Person:

Gail Brousal
Derek Fleming
Brian Hamilton
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Starr Peoples
Andrew Popper
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

None.

Others in Attendance:

Brett Gallini
Nicholas Carton
Julie Widmayer
Francesca Aparo
Victor Rios
Sherita Smith
Downey Tang
Michael Renda

All thirteen (13) seated Trustees were in attendance in person and present throughout the meeting, which constituted a quorum for the transaction of business at the meeting.

1. Welcome and Public Comment

Ms. Soussloff began the meeting and invited public comment. No comments were received. Ms. Soussloff then briefed the Board on upcoming presentations to the Board: Ms. Kleinberg in March; then a presentation in April regarding preparations for Regents exams; Ms. Bowman in May regarding high school placements.

2. Approval of Minutes

A motion was made by AP and seconded by GB to approve the minutes from the January 23, 2019 Board meeting and was unanimously approved.

3. Approval of the FY 18 Form 990

Mr. Rashid presented on the Form 990. A motion was made by JK and seconded by AS to approve the FY 18 Form 990 and was unanimously approved.

4. Ratification of Amendment to 691 St. Nicholas Avenue Lease

A motion was made by AP and seconded by JH to ratify the third amendment to Lease which updates reporting requirements (requirement of Landlord's lender) and commencement date (June 1, 2019, but with a rent commencement date of July 1, 2019) and was unanimously approved.

5. Executive Director's Report

Mr. Gallini began by presenting on Mid-Year Check-Ins and reported on the Accountability Committee meeting and discussions regarding newly admitted third grade students who entered at a K-1 grade reading level, and the jumps they have made from beginning of the year to mid-year. With respect to staff member mid-year check-in, Mr. Gallini and Mr. Tang drafted protocol for meeting with staff that leverage data to analyze performance and create next steps towards further improvements in student achievement. A discussion ensued. Mr. Gallini also discussed the NCS' plan to create student assessments in-house next year which will result in a cost savings but also a more efficient way to assess and receive results.

Mr. Gallini, Mr. Renda and Mr. Tang presented on staff bonus metrics and the tool created to evaluate staff based on staff and student-focused metrics and provide clarify as to how a bonus is calculated. The mid-year check-in is helpful because it shows staff where they currently are and provides opportunity for improvement, which should also provide opportunity to increase student performance and achievement.

Look ahead to FY 20: i) Mr. Gallini presented an update on enrollment applications: 1,268 for Harlem and 466 for the Bronx. ii) Schedules have already been drafted.

With respect to staffing, the new organizational charts have been completed and hiring is in full swing. NCS:Bronx special education coordinator has already been hired and will be starting in the Spring. With respect to special populations staffing, there will be a full-time ASD Coach, Behavioral Specialist and a Senior Supervising Speech Pathologist that will support both NCS:Harlem and NCS:Bronx.

6. Report on NCS:Harlem Facility

Ms. Smith presented updates on the facility. Finishes are being completed and focus is turning to logistics to effectuate the move from three locations into 619 St. Nicholas.

7. Report on NCS:Bronx

Ms. Smith presented on efforts in connection with the Building Use Council which, along with American Dream Charter School, plans are being made for shared use, reimbursements from American Dream for shared use, cleaning, etc.

There being no further business, CS moved to adjourn and AP seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:21pm.

Respectfully submitted,

Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, a New York education corporation, do hereby certify that I prepared these Minutes, and that the above is a true and complete copy of the Minutes of the meeting of the Board of Trustees of the said corporation held on February 27, 2019.

Dated: March 27, 2019