

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
July 25, 2018

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, July 25, 2018 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:09 PM.

Trustees Present in Person:

Gail Brousal
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Starr Peoples
Andrew Popper
Adam Rashid
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Derek Fleming
Brian Hamilton

Others in Attendance:

Francisca Aparo
Brett Gallini
Michael Renda
Downey Tang

Ten (10) of the twelve (12) 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 also introduced NCS’ new special projects manager/Board liaison Francisca Aparo. Ms. Soussloff also mentioned that a) the Accountability Committee will be revising its form of reports to review data from other angles to enhance analysis; and b) there has been news about Signature Bank regarding its lending practices, and NCS will continue to monitor the news for updates but there does not appear to be any cause for concern at this time. Mr. Schneider

noted that Evaluation Committee's survey/review of Mr. Gallini for FY 18 will be ready and sent out shortly, with results reviewed at the August meeting and a bonus awarded thereafter.

2. Approval of Minutes

A motion was made by AS and seconded by GB to approve the minutes from the June 27, 2018 Board meeting and was unanimously approved.

3. Report on NCS: Harlem

Mr. Gallini presented a report on staffing and the organization chart and highlighted that this year represented the strongest retention rate for returning staff, and it was also noted that Mr. Renda is doing very well in his new role. Mr. Gallini and Mr. Renda discussed the upcoming off-site professional development and retreat for staff leadership. Enrollment numbers for this year are consistent with the plan/budget and there are two family engagement events planned for the next few weeks to engage with families over the summer. The professional development for this summer was presented and a brief discussion ensued. The Board was also updated on painting/maintenance work on each of the three facilities, which are coming along very nicely, as well as the St. Nicholas facility. It was also noted that Chancellor Rosa requested that a highlight video be made of NCS which will be played at the Regents meeting on September 14th.

4. Report on NCS: Bronx

Mr. Gallini provided a status update on construction of the facility, which is on track for a July 31, 2019 delivery date. Mr. Gallini also reported on the \$320,000 Walton Family Foundation Grant for which NCS applied for use at NCS: Bronx, with a decision to be released in November 2018. A brief discussion ensued regarding the talent search underway for the to-be-hired NCS: Bronx principal. Mr. Gallini also reported on the raw State testing data that is available thus far and a brief discussion ensued.

5. Adjournment

There being no further business, AP moved to adjourn and GB seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 6: pm.

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 July 25, 2018.

Dated: August 29, 2018

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
August 29, 2018

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, August 29, 2018 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:05 PM.

Trustees Present in Person:

Derek Fleming
Brian Hamilton
Everardo Jefferson
Justena Kavanagh
Starr Peoples
Adam Rashid
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Jefferson Hughes
Andrew Popper
Walter Rendon

Others in Attendance:

Brett Gallini
Nicholas Carton
Leonardo Coello
Victor Rios
Sherita Smith
Downey Tang
Jared Quiza
Michael Renda

Nine (9) of the twelve (12) 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. Mr. Gallini introduced new leadership staff who briefly introduced themselves to the Board. Ms. Soussloff also shared that based on Board self-evaluation completed in the spring, an ongoing list of strategic discussion items has been created, shared with the Governance Committee and will be discussed during the coming year.

2. Approval of Minutes

A motion was made by AS and seconded by CS to approve the minutes from the July 25, 2018 Board meeting and was unanimously approved.

3. Executive Director's Report

Mr. Gallini began by presenting summaries of the embargoes results on the NYS ELA and Math exams, demonstrating that scores are up over last year and are quite strong. Of note, the School's large special needs subgroup population is outperforming New York State by a multiple 4 and 5 times (ELA and Math, respectively). Mr. Gallini also presented on the opening day on Monday of the three campuses and discussed efforts to identify a principal in residence for the opening of NCS: Bronx next fall as well as pipeline for staff going forward. A brief discussion ensued regarding this and also how the management of three facilities was progressing and Mr. Renda discussed how he was managing the three locations efficiently. A discussion also ensued regarding the potential for opening a Pre-K program down the line.

4. Report on NCS: Harlem Long-Term Facility

Ms. Smith presented on progress at 691 St. Nicholas. Construction continues and progress is evident. Target for completion is end of 2018 and work can then be commenced to prepare the Building in advance for occupancy in July 2019. The Lease will be amended shortly to reflect increase in square footage and other changes since original Lease signing and commencement of construction.

5. Report on NCS: Bronx Facility

Ms. Smith presented on progress at the site. Civic Builders has commenced construction, has just completed their financing and while Civic anticipates delivering the Building on-time but will not be delivering it early (they will notify in September if there would be a delay in delivery).

6. Executive Session

CS moved and BH seconded motion to enter into executive session to discuss a personnel manner. Motion was unanimously approved and the Board entered into executive session. A motion was made by CS to exit executive session and seconded by PS and unanimously approved. No votes were taken in executive session.

7. Adjournment

There being no further business, CS moved to adjourn and PS seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:24 pm.

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 August 29, 2018.

Dated: September __, 2018

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
September 26, 2018

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, September 26, 20 at 500 W. 138th Street, New York, NY. The meeting was called to order at 6:07 PM.

Trustees Present in Person:

Gail Brousal
Derek Fleming
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Starr Peoples
Andrew Popper
Adam Rashid
Walter Rendon
Patricia Soussloff

Trustees Participating by Video Conference:

Arthur Sadoff

Trustees Absent:

Brian Hamilton
Cliff Schneider

Others in Attendance:

Brett Gallini
Nicholas Carton
Karen Podsiadly
Victor Rios
Sherita Smith
Downey Tang
Michael Renda

Nine (10) of the twelve (12) seated trustees were in attendance in person and present throughout the meeting and one (1) trustee participated by video conference 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 introduced a visitor, Karen Podsiadly, Board Chair of ROC Achieve Charter School in Rochester.

2. Approval of Minutes

Ms. Soussloff noted one correction to the August 29, 2018 draft minutes, which failed to record that Gail Brousal was absent from that meeting. A motion was made to approve the minutes as corrected, was seconded and was unanimously approved.

3. High School Placement Discussion

Ms. Bowman was unable to attend the meeting so Mr. Gallini and Mr. Renda gave the presentation she prepared describing her work as our new High School Placement Counselor. The School's goal is to work with each student and their families, beginning in 7th grade, to help them identify and be admitted to high quality high schools that are right for their interests and academic and social and emotional needs. Mr. Gallini and Mr. Renda described Ms. Bowman's work to date. Discussion ensued with a number of suggestions from board members.

4. Executive Director's Report

1. Mr. Gallini announced that he received a call from SED to congratulate the School for having the highest scores on the state tests of any independent charter school in New York State. Applause and congratulations all around.
 - a. Enrollment/Demographic Dash: We are above our budgeted enrollment by 9 students with 569 scholars enrolled. ELL up to 33 scholars. We believe that ELL numbers will be higher in the Bronx. We have more gender and racial diversity in our staff than ever. A team of staff members returned today from recruiting at Howard University.
 - b. Testing/Scores: We looked at a comparison of our students' state test performance with other NYC charters, both network and independent. NCSH performed very well.
 - c. Staffing: We are stable, with no resignations.
 - d. Pre-K: Mr. Gallini continues to be interested in opening a pre-K. He and Ms. Smith visited a pre-K in another charter school and are looking into the details which will be presented at a later meeting. A discussion ensued.
 - e. Suspension & Restorative Practices: Mr. Renda described his vision for a shift in our suspension protocols to incorporate more restorative practices and in-school suspensions where students can continue to learn and also perform community service to "restore" themselves to the classroom family. Out of school suspensions will still be used for serious infractions. We are also enlarging and improving our SEL program for middle school students in small group settings called LIGHT Squads that meet daily and address team building and situational problem-solving. In addition we are starting an official mentorship program between staff and select students who could benefit from one-to-one mentoring.

5. Report on NCS: Harlem Long-Term Facility

Ms. Smith presented on construction progress at 691 St. Nicholas. Discussion ensued.

6. Report on NCS: Bronx Facility

Ms. Smith presented on progress at the site. Civic Builders has provided us with written assurance that the building will be ready for occupancy by July 31, 2019. Discussion ensued.

7. Adjournment

There being no further business, a motion was made and seconded to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:58 pm.

Respectfully submitted,

Gail Brousal, Acting Secretary in the
absence of Cliff Schneider

I, Gail Brousal, acting in place of 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 September 26, 2018.

Dated: September __, 2018

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
October 24, 2018

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, October 24, 2018 at 421 W. 145th Street, New York, NY. The meeting was called to order at 6:07 PM.

Trustees Present in Person:

Everardo Jefferson
Justena Kavanagh
Starr Peoples
Andrew Popper
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Gail Brousal
Derek Fleming
Brian Hamilton
Jefferson Hughes

Others in Attendance:

Brett Gallini
Michael Renda
Lindsey Hughes
Nicholas Carton
Sherita Smith
Marion Lewin

Nine (9) of the 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 public comment was received. Ms. Soussloff proceeded by providing a brief President’s Report.

2. Approval of Minutes

A motion was made to approve the minutes of the September 2018 Board Meeting, was seconded and was unanimously approved.

3. LIGHT Squad Presentation

Ms. Lewin presented on the School's LIGHT Squad programming. A discussion ensued.

4. Finance Report

Mr. Rashid presented a report on the School's financials. Once again, the School received a clean audit with no material deficiencies/weaknesses cited. Mr. Rashid also noted that the facilities reserve budget discussed at previous meetings has been set aside. Ms. Smith also presented on year to date enrollment and actual year to date revenue and expenditures versus budgeted revenue and expenditures. Ms. Smith noted that the School will run an approximate deficit of \$396,000 at the end of FY 19; however, reminded the Board that this deficit was planned and approved as an investment in the Schools' growth and that the School is still in a strong financial position. A discussion amongst Trustees and School Leadership ensued.

5. Executive Director's Report

Mr. Gallini and Mr. Renda shared details regarding the School Leadership visit to Albany for the Regents meeting, presented on student performance versus established benchmarks and discussed the use of weekly quizzes. A discussion ensued. It was also shared that enrollment applications for both Harlem and Bronx campuses for the 2019-20 school year is already live through the common application and will be live using the School's application as of November 6th. The School is doing outreach in the Bronx community and advertising, too. With respect to operating across three campuses, Mr. Gallini noted that the school year running well and having great anchor leaders at each location is a main reason why. It was noted that at the Central Campus, middle school students are experiencing developmentally-expected adolescence-related challenges that are being addressed by staff and existing programming and supports.

6. Report on NCS: Harlem Long-Term Facility

Ms. Smith presented on construction progress at 691 St. Nicholas. The developer has requested that the School take possession on May 1, 2019 with rent commencing on July 1st. Ms. Soussloff, Mr. Schneider and Ms. Smith will be working with the developer to revise the lease accordingly and also address other outstanding matters that need to be reflected in the lease. Ms. Smith also shared that there is an on-site meeting scheduled for October 25th with the project manager.

7. Report on NCS: Bronx Facility

Ms. Smith presented on progress at the site and noted that work is progressing as well as in-person meetings with Civic Builders continuing. A discussion ensued.

8. Adjournment

There being no further business, a motion was made by Ms. Kavanagh and seconded by Mr. Rendon to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:36 pm.

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 October 24, 2018.

Dated: November 28, 2018

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
November 28, 2018

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on Wednesday, November 28, 2018 at 132 W. 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
Justena Kavanagh
Starr Peoples
Andrew Popper
Adam Rashid
Walter Rendon
Arthur Sadoff
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Everardo Jefferson

Others in Attendance:

Jennifer Buck
Brett Gallini
Michael Renda
Lindsey Hughes
Nicholas Carton
Sherita Smith
Francesca Aparo
Downey Tang
Victor Rios

Twelve (12) of the 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 public comment was received. Ms. Soussloff proceeded by providing a brief President’s Report, discussed outreach to Trustees’

contacts regarding year-end giving and confirmed the next meeting of the Board (December 13th).

2. Approval of Minutes

A motion was made by Mr. Rendon and seconded by Mr. Popper to approve the minutes of the October 2018 Board Meeting and the motion was unanimously approved.

3. Executive Director's Report

Mr. Gallini began his presentation by introducing staff present at the meeting and announced that after an external and internal search, Nicholas Carton has been promoted to principal of NCS Bronx. Mr. Gallini then reviewed applications received to date for both NCS Harlem and NCS Bronx locations. A discussion ensued regarding process for receiving general education applications versus ASD program applications as well as community outreach and public relations efforts to attract and enroll students at the NCS Bronx location. Mr. Gallini also presented interim assessment data which compares how the School is performing versus network (Achievement Network—roughly 200 schools) and the School is outperforming the Network average in ELA and Math in Grades 2-7. A discussion about assessments and performance ensued. Mr. Gallini also reviewed the upcoming challenges prior to the 2019-20 school year in connection with moving into two new campuses and opening for year 1 at NCS Bronx which may require a later start to the school year to account for the move. Mr. Gallini closed with a discussion on professional development and opportunities for network leaders that is provided and sponsored by the KIPP Foundation which Mr. Gallini and Ms. Smith applied for together.

4. Report on NCS: Harlem Long-Term Facility

Ms. Smith presented an update on the facility will now be ready at the end of February.

5. Report on NCS: Bronx Facility

Ms. Smith presented on her recent visit to the construction site and reported on the progress being made the discussions with Civic Builders representations who were on-site. It was noted that Civic will present at the January Board meeting.

6. Adjournment

There being no further business, a motion was made by Ms. Kavanagh and seconded by Mr. Rendon to adjourn the meeting and the motion was unanimously approved. The meeting was adjourned at 7:06 pm.

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 November 28, 2018.

Dated: December 13, 2018

Neighborhood Charter Schools
Minutes of the Meeting of the Board of Trustees
December 13, 2018

A regularly scheduled meeting of the Board of Trustees (the "Board") of Neighborhood Charter Schools (the "Education Corporation" or "NCS") was held on Thursday, December 13, 2018 at 421 West 145th Street, New York, NY. The meeting was called to order at 6:00 PM.

Trustees Present in Person:

Gail Brousal
Derek Fleming
Jefferson Hughes
Justena Kavanagh
Starr Peoples
Andrew Popper
Cliff Schneider
Patricia Soussloff

Trustees Present by Telephone:

Walter Rendon

Trustees Absent:

Brian Hamilton
Everardo Jefferson
Adam Rashid
Arthur Sadoff

Others in Attendance:

Sherita Smith
Downey Tang

Eight (8) of the twelve (12) seated trustees were 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.

2. Approval of Minutes

A motion was made by JH and seconded by AP to approve the minutes from the November 28, 2018 Board meeting and was unanimously approved.

3. Update on the Annual Appeal

Ms. Soussloff gave an update on the Annual Appeal, noting that \$12,000 has been received thus far.

4. Data Analysis

a. Enrollment Data

Ms. Smith presented the data about the 2019-2010 enrollment for both Harlem and the Bronx, and spoke of NCS's outreach on social media, a new parent initiative, and partnering with community groups, all of which have helped increase the application pool. NCS attended a Community Board 9 meeting to discuss the impact of opening 691 St. Nicholas Avenue.

b. Interim Assessment Data

Ms. Smith showed the weekly ELA quiz results, and also presented the baseline test given this week.

5. Facilities Update

a. 691 St. Nicholas Avenue

Ms. Smith discussed the progress in construction at 691, and distributed a dashboard showing work being done at that facility. Currently the workers are enclosing the building and the developer is working on permanent financing. He now says that the building will be complete in February or March. CS noted that the lease will be amended to reflect agreed upon changes.

Ms. Smith discussed a meeting held with the Hamilton Heights Block Association, at which issues about parking and noise were discussed.

b. 411 Wales Avenue, Bronx, NY

Ms. Smith said that a representative from Civic Builders will attend the January Board meeting. Civic will also facilitate setting up a meeting in January between NCS and American Dream to form a building council for the facility.

6. Adjournment

There being no further business, SP moved to adjourn and PS seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 6:25 PM.

Respectfully submitted,

Gail Brousal

I, Gail Brousal, a member of the Board of the 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 December 13, 2018.

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
January 23, 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, January 23, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:00 PM.

Trustees Present in Person:

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

Trustees Absent:

Brian Hamilton
Jefferson Hughes

Others in Attendance:

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

Eleven (11) of the 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 updated the Board on the Annual Appeal, which to date has raised around \$37,000. Ms. Soussloff discussed with the Board the request by DREAM to license space at 511

Wales and Mr. Gallini presented additional detail. A brief discussion ensued. Ms. Soussloff and Mr. Gallini also presented on the request to NYSED to reduce the number of school days to 187 for the 2019-20 school year to accommodate the moves in Harlem and opening of the Bronx campus.

2. Approval of Minutes

A motion was made by CS and seconded by WR to approve the minutes from the December 13, 2018 Board meeting and was unanimously approved.

3. Executive Director's Report

Mr. Gallini began by presenting on some recent press from NY1 who interviewed various staff members re: the NCS Network. In two weeks, Mr. Gallini and Ms. Smith will be doing a BronxNet show to promote the NCS brand in the Bronx, and there are efforts underway to advertise and market in the Bronx as we prepare for enrollment. Mr. Gallini also presented on attendance statics this year as well as applications for the 2019-20 school year (1,037 for Harlem; 382 for the Bronx). Mr. Gallini, Mr. Carton and Mr. Renda presented on the current demographic and reading levels of students. A discussion ensued. Mr. Gallini also presented on the plan for a revised organizational chart that will take effect upon the opening of the Bronx campus as well as preparation for State exams.

4. Request to Increase Maximum Student Enrollment at NCS: Harlem

Ms. Smith presented on the NCS: Harlem's proposal to NYSED to add another Kindergarten section for 2019-20 and also account for the increase in enrollment with the larger 3rd grade this year, together requiring an increase in maximum enrollment from 630 to 680. A discussion ensued. A motion was made by AS and seconded by JK to formally request that NYSED approve the enrollment increase and was unanimously approved.

5. Report on NCS: Harlem Facility

Ms. Smith presented on progress at the site. The entire Building is framed and sheet-rocked and finishing touches are being worked on.

6. Approval for Opening NCS: Bronx Bank Accounts

NCS has already opened at Signature Bank an operating, escrow, money market and petty cash account for NCS: Bronx. For the purposes of the Organization's records, an approval for the opening of these accounts is required. A motion to approve these NCS: Bronx bank accounts was made by AP and seconded by WR and unanimously approved.

7. NCS: Bronx Facilities Presentation by Civic Builders

Mr. Triana and Mr. Pymond from Civic Builders was present to provide an update on construction. Civic is still contemplating having the TCO by the end of July for an early August opening on schedule. They are in the process of putting up drywall, cabling, etc. 85% of the first floor has been framed and they are putting in Mechanical, Electrical and Plumbing in the next month, with windows to follow in February. A visual presentation of construction progress was made and a discussion ensued.

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

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 January 23, 2019.

Dated: February 27, 2019

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

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
March 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, March 27, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

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

Trustees Absent:

Derek Fleming (but participated by phone)
Jefferson Hughes

Others in Attendance:

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

Elevent (11) of the 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.

2. Approval of Minutes

A motion was made by GB and seconded by AP to approve the minutes from the February 27, 2019 Board meeting and was unanimously approved.

3. Executive Director's Report

Enrollment Update

Mr. Gallini and Ms. Smith presented on enrollment and retention efforts and a discussion ensued.

- 2,060 application as of March 25th—1,527 Harlem; 533 Bronx. Network is confident that all seats should be filled at both campuses
- 1,686 as of Feb 27th.
- There was an enrollment event (carnival) in the South Bronx this past Saturday

ELA & Math Weekly Averages & Upcoming State Exams

Mr. Gallini presented on the students' performance on the dress-rehearsal state exam. 3rd graders and students new to the School (approximately 35) are exceeding growth expectations. There's also been a communication from NYSED re: the test—2 days instead of 3; this year's version was designed by classroom teachers. Each day, NCS teachers are meeting to review assessments and discuss their focus for refining classroom instruction based on the results of the assessments and identified needs.

Curriculum Revamp: K-8

Mr. Gallini lead a discussion regarding the work the School has undertaken with curriculum directors to revamp curriculum, changing the structure of certain areas of instruction (an example was reviewed re: third grade reading workshop and how the changes will help eliminate some of the test-prep efforts over-time) and providing teachers with autonomy and discretion with respect to the materials and lesson plans they choose from the curriculum and ancillary materials developed by NCS staff, including "Gold Standard Packets". A discussion ensued. The Board and leadership also engaged in a conversation about racial diversity, inclusion and how these concepts and the KIPP professional development Mr. Gallini and Ms. Smith are engaged in will be woven into the Schools' curriculum.

4. K-8 History Presentation

Ms. Kleinberg presented on the School's history & science programs. A discussion ensued.

5. Marketing & Outreach

Ms. Windmayer presented on NCS' efforts related to marketing and outreach in the community including exposure in the press and with public officials. Engaging a marketing and communications professional (Andrew Kirtzman) has provided both the exposure NCS desires as well as media and professional development/communications training for NCS leadership. Mr. Kirtzman also assisted with the advertising campaign on bus shelters and subway stations. A discussion ensued.

6. Finance Committee Report

Mr. Rashid reported on the recent finance committee meeting on March 25th. The Board was reminded that this year, NCS will experience a planned deficit as a result of capital expenditures related to moving into the two new custom-designed facilities for Harlem and the Bronx. A draft budget will be forthcoming after being prepared by the finance committee—it will be approved at the May/June Board meeting. Ms. Smith also presented on the major revenue-related change for next year which will be a 3.5% increase in the Per Pupil Funding. A discussion ensued.

7. Executive Session

A motion to enter into executive session to discuss a confidential employment matter was made by CS and seconded by AS and unanimously approved.

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

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: April 24, 2019

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees

April 24, 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, April 24, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

Gail Brousal
Derek Fleming
Everardo Jefferson
Jefferson Hughes
Adam Rashid
Patricia Soussloff

Trustees Present by Video:

Brian Hamilton
Starr Peoples
Walter Rendon
Cliff Schneider (phone only, so not counted as present)

Trustees Absent:

Justena Kavanagh
Andrew Popper
Arthur Sadoff

Others in Attendance:

Brett Gallini
Francesca Aparo
Downey Tang

Nine (9) of the thirteen (13) seated Trustees were in attendance in person or by video 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. There were no comments.

2. President's Report.

Ms. Soussloff reported on the hiring of a Chief of Schools, Sarah Iannucci, and presented Ms. Iannucci's resume to the Board.

3. Approval of March Minutes.

A motion was made by Jefferson Hughes and seconded by Everardo Jefferson to approve the minutes of the March 27, 2019 and was unanimously approved.

4. Executive Director's Report.

--Enrollment: Mr. Gallini reported that there were 2000 applicants for both the Harlem and Bronx schools. In the Bronx, there are 90 kindergartners accepted and 79 first grade students. There are three ASD students enrolled in the Bronx kindergarten, and one ASD enrolled in the first grade. There are a number of ASD candidates' who are still in the evaluation process at YAI, and NCS is still recruiting for more ASD students in the Bronx. Mr. Gallini is working with the DOE to document funding for NCS ASD students.

--Schedules for Next Year: Regents and Honors Classes: Approximately 25% of the eighth graders will participate in Honors math classes and will take the Algebra 1 Regents. All eighth graders will take Living Environment Regents. Passing the Algebra 1 Regents will exempt students from NYS math exam.

--Hiring Update: Teachers and Other Staff: 87% of the teaching staff has been hired; there is a single vacancy at the network level, and hiring of custodial and cafeteria staffs is in process. There will be three veteran NCS teachers joining Mr. Carton at the Bronx school.

--NYS Testing: The ELA exams are completed; Math exams will be administered the week of April 29-May 3, 2019.

5. Facilities Update.

--NCS: Harlem: on track. The school must vacate the 124th Street facility by July 7, 2019.

--NCS: Bronx: on track. American Dream Charter High School will occupy the second floor for the 2019-2020 school year. Civic is in discussions with one or two other charter schools about second floor occupancy for SY's 2020-21 and 2021-22. Mr. Gallini announced plans to hire a property/facilities manager for the consolidation of the Harlem schools and the opening of the Bronx school. Everardo Jefferson offered to help with obtaining the Temporary Certificate of Occupancy for the 691 St. Nicholas Avenue campus if needed.

At 6:50pm, the trustees moved to Executive Session to discuss the Search Committee's progress in hiring a new Executive Director. At 7:25pm the Board went back into public session.

Upon reconvening, Jefferson Hughes proposed that the new Chief of Schools and Chief of Staff as well as School Principals attend Board Meetings. Ms. Soussloff reminded the Board that the May 29th Board meeting would be followed by a dinner to celebrate Mr. Gallini who is leaving NCS on June 7, 2019.

Upon motion of Jefferson Hughes, seconded by Adam Rashid the Board meeting was adjourned at 7:28 PM.

Respectfully submitted,

Gail Brousal

I, Gail Brousal, duly qualified trustee 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 April 24, 2019 meeting of the Board.

Dated:

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
May 29, 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, May 29, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:06 PM.

Trustees Present in Person:

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

Trustees Absent:

Derek Fleming

Others in Attendance:

Amanda Bowman
Brett Gallini
Nicholas Carton
Francesca Aparo
Victor Rios
Sherita Smith
Downey Tang
Alyson Roznick

Twelve of the thirteen 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.

2. Executive Session

Mr. Hughes made a motion to enter into executive session to discuss confidential employment matters. The motion was seconded by Mr. Popper and unanimously approved. The Board thereafter entered into executive session. A vote was taken to approve the final compensation for Mr. Gallini upon his departure and Ms. Smith's FY 20 compensation as Executive Director. A motion was made by Mr. Popper to exit executive session and seconded by Mr. Hughes to return to the general meeting and was unanimously approved.

3. Approval of Minutes

A motion was made by AP and seconded by WR to approve the minutes from the April 24, 2019 Board meeting and was unanimously approved.

4. President's Report

Ms. Soussloff began by congratulating Ms. Smith on accepting the position as Executive Director. Ms. Soussloff also asked that Trustees who are interested in either joining a committee, leaving a committee or changing a committee assignment to let Mr. Rendon know.

5. Finance Committee Report

Mr. Rashid presented the Finance Committee Report, focused on the FY 20 budget. In the FY 20 Budget, NCS will show a net income after intentionally running a deficit in FY 19 for the purposes of preparing to occupy two new facilities and open NCS: Bronx. A discussion ensued. Ms. Smith and Mr. Rios also suggested to the Board that with Mr. Gallini departing, Mr. Rios should be added as a signer to the bank accounts. A motion was made by Derek Fleming and seconded by Mr. Hughes to remove Mr. Gallini as a signer and add Mr. Rios to the bank accounts as a signer and the motion was unanimously approved.

6. Executive Director's Report

Mr. Gallini began his report by presenting on NYSED's recent visit and noted it went very well. Mr. Gallini provided the Board with enrollment data for the NCS: Bronx Campus and NCS: Harlem Campus. Both campuses are enrolled consistent with projections and the budget. A hiring update was also presented by A. Roznick—91% on target. A discussion ensued. There was a brief update presented on 691 St. Nicholas—there's a TCO walk-through scheduled for next week and a TCO should be obtained by July as planned. Regarding 411 Wales, there is a lot of activity within the facility and construction is on schedule, too. Mr. Gallini also discussed the on-boarding of the Chief of Schools Sarah Iannucci which is going well. Finally, Mr. Gallini discussed the Executive Director transitioning. Mr. Gallini concluded by thanking everyone for a wonderful seven years at NCS and on behalf of the Board, Ms. Soussloff offered Brett best wishes and a thank-you for all of his efforts and acknowledged Ms. Smith's efforts in building the School as well.

7. High School Placement Update

Ms. Bowman presented an end-of-year update on high school readiness and development of the high school placement process. A discussion ensued.

8. Adjournment

There being no further business, Mr. Hughes moved to adjourn and Mr. Popper seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:23 pm.

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 May 29, 2019.

Dated: June 19, 2019

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
June 19, 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, June 19, 2019 at 132 West 124th Street, New York, NY. The meeting was called to order at 6:01 PM.

Trustees Present in Person:

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

Trustees Absent:

Gail Brousal

Others in Attendance:

Samantha Ramos
Amanda Bowman
Nicholas Carton
Francesca Aparo
Victor Rios
Downey Tang
Wiley Fennell
Sarah Iannucci

Twelve of the thirteen 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.

2. Approval of Minutes

A motion was made by JH and seconded by AS to approve the minutes from the May 29, 2019 Board meeting and was unanimously approved.

3. President's Report

Ms. Soussloff then introduced and welcomed Wylie Fennell, an early friend of NCS and now a Trustee of Friends of Neighborhood Charter Schools. Ms. Soussloff also introduced Sarah Iannucci as the NCS' recently-hired Chief of Schools. Board meeting dates for the 2019-20 school year were also shared, and after a brief discussion, it was agreed to move the July meeting to July 24, 2019 to accommodate travel schedules.

4. Approval to Proceed with Negotiations to Amend the 691 St. Nicholas Avenue Lease

Mr. Schneider provided an overview of the process whereby the Lease for 691 St. Nicholas will be assigned to Friends of NCS, Inc. ("FONCS"), FONCS will sublease back to the School and a Leasehold Condominium will be created so that the Property can be exempt from real estate taxes given that both FONCS and NCS are tax-exemption organizations. A motion was made by JH and seconded by AS to proceed with negotiations to effectuate such assignment, sublease and Leasehold Condominium and was approved, with Mr. Schneider abstaining from the vote as he is also a trustee on the FONCS Board.

5. Re-Election of Trustees; Re-Election/Election Officers and Committee Members and Chairs

A motion was made by CS and seconded by AS to re-elect and elect, as applicable, the Trustees, Officers, Committee Members and Chairs set forth on **Schedule 1** attached hereto, and was unanimously approved.

6. Board Self-Evaluation Process

Ms. Soussloff presented on the process of reviewing board self-evaluations responses and individual conversations between each board member and a member of the Nominating and Governance Committee. The committee will report out on results at the July/August meeting with the end product of a list of priorities and discussion topics for the Board in the upcoming year. A brief discussion ensued.

7. High School Placement

Ms. Bowman presented an end-of-year update on high school readiness and development of the high school placement process. A discussion ensued.

8. Finance Report

Mr. Rashid and Mr. Rios represented on the FY 20 Budget. A discussion ensued. AS made a motion that was seconded by JH to adopt the FY 20 Budget as presented and was unanimously approved. Mr. Rios then represented on proposed changes to the NCS's Financial Policies and Procedures that have not been updated since 2012, with such changes needed to reflect NCS's current operating procedures. It was noted that the revised draft Financial Policies and Procedures were reviewed by the finance committee as well as Charter School Business Management. The draft Financial Policies and Procedures will be circulated to the Board in advance of the July Board meeting for review and approval at the July Board meeting.

9. School Reports

Ms. Iannucci presented on her background and her first 30 days as Chief of Schools at NCS. Her focus has been on getting to know the school, its leaders, culture and curriculum, and helping the Principals and academic leadership staff define roles and responsibilities. A discussion ensued.

10. Enrollment, Hiring, Academic Data and Facilities

Mr. Rios and Mr. Carton presented on enrollment, hiring, end of year academic data and facilities progress. Discussion ensued.

11. Adjournment

There being no further business, a motion was made to adjourn the meeting, was seconded and was unanimously approved. The meeting was adjourned at 7:35 pm.

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 June 19, 2019.

Dated: July 24, 2019

Schedule 1

Slate of Trustees

For re-election to an additional 3-year term:

Derek Fleming
Brian Hamilton
Arthur Sadoff

Slate of Officers, Committee Members and Chairs

Officers/ Executive Committee:

President: Patricia Soussloff
VP: Jeffrey Hughes
Treasurer: Adam Rashid
Secretary: Cliff Schneider

Board Committees:

Finance Committee: Responsible for financial oversight
Chair: Adam Rashid Members: Derek Fleming, Walter Rendon

Accountability Committee: Monitors the schools progress toward meeting its organizational and academic goals

Chair: Gail Brousal Members: Tena Kavanagh, Andrew Popper

Governance Committee: Nominates trustees, officers and committee members and ensures the effectiveness of the board through education and evaluation

Members: Everardo Jefferson, Arthur Sadoff, Walter Rendon, Patricia Soussloff

Evaluation Task Force: Evaluates the performance of the Executive Director

Chair: Cliff Schneider Members: Patricia Soussloff, Jeff Hughes, Brian Hamilton