Neighborhood Charter Schools

**Minutes of the Meeting of the Board Trustees**

October 30, 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, October 30, 2019 at 411 Wales Avenue, Bronx, NY. The meeting was called to order at 6:11 PM.

**Trustees Present in Person**:

Gail Brousal

Jefferson Hughes

Justena Kavanagh

Andrew Popper

Samantha Ramos

Adam Rashid

Walter Rendon

Cliff Schneider

Patricia Soussloff

**Trustees Absent**:

Derek Fleming

Brian Hamilton

Everardo Jefferson (but present by phone)

Arthur Sadoff

**Others in Attendance:**

*Nine 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.

1. **Approval of Minutes**

A motion was made by Ms. Kavanaugh and seconded by Mr. Hughes to approve the minutes from the September 25, 2019 Board meeting and was unanimously approved.

1. **President’s Report**

Ms. Soussloff began with a brief update on Ms. Smith and the Board passed on their well-wishes. The Chief of Schools update was previously circulated and reviewed by the Board, and a brief discussion ensued.

1. **Finance Committee’s Report**

The written report was previously circulated to and reviewed by the Board, and Mr. Rashid provided a few highlights, including that the Organization received a clean financial audit for FY 2019. There is an updated on overall enrollment- 798- with the Harlem campus fully enrolled and the Bronx campus at 101 students. A conversation ensued. A motion was made by Mr. Popper and seconded by Mr. Hughes to accept the FY 20 audit and authorize its submission to the New York State Education Department by the November 1st deadline, and the motion was unanimously approved.

1. **Executive Session**

A motion was made by Mr. Schneider and seconded by Mr. Rendon to enter into executive session to discuss employment matters and was unanimously approved. A motion was made by Mr. Schneider and seconded by Mr. Popper to exit executive session and return to the general meeting and was unanimously approved.

1. **Board Action Item**

As a follow-up to the discussion in executive session, the Board elects to move forward with extending an offer to a candidate for Executive Director, and a motion was made by Mr. Hughes and seconded by Mr. Rashid to authorize Ms. Soussloff to extend an offer to the candidate and negotiate compensation package consistent with the Organization’s budget for the Executive Director. The motion was unanimously approved.

1. **Adjournment**

There being no further business, Mr. Schneider moved to adjourn and Ms. Brousal seconded a motion 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 30, 2019.

Dated: November 20, 2019