Neighborhood Charter Schools

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

August 26, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on August 26, 2020 via video and phone conference. The meeting was called to order at 6:06 PM.

**Trustees Present**:

Derek Fleming

Brian Hamilton

Jefferson Hughes

Justena Kavanagh

Samantha Ramos

Arthur Sadoff

Cliff Schneider

Patricia Soussloff

**Trustees Absent**:

Gail Brousal

Everardo Jefferson

Walter Rendon

**Others in Attendance:**

Analiza Wolf

Sarah Iannucci

Stephanie Hubbell

Wylie Fennell

Michelle Rumph

Jennifer Lindsay

Morgan Jenkins

*Eight of the Eleven 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 invited public comments and none were received.

1. **Approval of July 2020 Minutes.**

A motion was made by Mr. Hughes and seconded by Mr. Schneider to approve the July 2020 Board meeting minutes and was unanimously approved.

1. **Connection ot the Mission.** Ms. Wolf introduced Stephanie Hubbell, the NCS behavioral specialist. Ms. Hubbell presented on her background and experience and why she focused on speech pathology and special education and her role at NCS and the work underway to help NCS carry out its mission.
2. **Executive Director’s Report.**  Ms. Wolf began by presenting an update on NCS’s Diversity, Equity and Inclusion efforts which included DEI-specific professional development, and why a focus on DEI is critical. Ms. Wolf and Ms. Iannucci then presented on the plans for the full remote model through December 31, 2020 and how the model was informed by feedback from families—a new initaitve is focused on offering families training on technical support as well as support families may require in assisting their children with complete their school work. It is NCS’s belief that a successful remote learning experience is a partnership between students, staff and parents. Other elements of the proposed remote learning program were shared. Ms. Wolf also presented updates on enrollment and the waiting list, which is hard to know with certainty whether these numbers are final given the remote learning programming ahead, but staff will be monitoring closely. With that said, it appears that we are on track to meet our budgeted enrollment numbers in both Harlem and the Bronx. Ms. Wolf also introduced Michelle Rumph as NCS’s new Director of Finance.

**A motion was made to update signatories on the Signature NY Bank Account to add Michelle (add) Vic (existing), Sherita (existing), Analiza (add) Patti (existing) and Walter (add) and remove Adam and was unanimously approved.**

With respect to the 2020-21 calendar and schedule, NCS will move half-days from Wednesdays to Friday. **In the event that NCS is required to obtain approval from NYSED for this change, a motion was made by Mr. Schneider and seconded by Mr. Hughes to approve the request for a revision to NCS’s calendar with respect to half-days and was unanimously approved.**

Ms. Wolf also presented NCS’ strategic planning goals related to social-emotional growth, academic models, facilities plans, operations plans and finance plans.

A discussion re: all of the above ensued.

1. **Executive Session.** A motion was made by Ms. Soussloff and seconded by Mr. Schneider to enter executive session to discuss a confidential personnel matter and was unanimously approved.
2. **Adjournment**

There being no further business, Mr. Schneider moved to adjourn and Mr. Hughes seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:34 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 26, 2020.

Dated: September \_\_, 2020