Neighborhood Charter Schools

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

November 18, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on November 18, 2020 via video and phone conference. The meeting was called to order at 6:05 PM.

**Trustees Present**:

Gail Brousal

Wylie Fennell

Brian Hamilton

Jefferson Hughes

Everardo Jefferson

Justena Kavanagh

Walter Rendon

Arthur Sadoff

Cliff Schneider

Patricia Soussloff

**Trustees Absent**:

Samantha Ramos

Derek Fleming

Jennifer Lindsay

**Others in Attendance:**

Analiza Wolf

Sarah Iannucci

Heidi Baker

Michelle Rumph

Daisy S.

Germaris Colon

Mr. B

Reyes Chavez

Victor Rios

*Ten 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 invited public comments and none were received. Ms. Soussloff introduced Heidi Baker as the recently-elected PTO President, who will be joining the Board after NYSED approval.

1. **Approval of November 2020 Minutes.**

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

1. **Connection ot the Mission.** Ms. Wolf introduced Victor Rios (Director of Operations) for the connection to the Mission. Mr. Rios presented his leadership story, focused on his background, experience and role at NCS, and how his own educational experience in high school guided his career decisions and decision to join Democracy Prep at the age of 17, working full time at Democracy Prep and college at the same time, then to CSBM, La Cima and then NCS.
2. **Executive Director’s Report.** 
   1. **Remote v. Hybrid Plan 2021 Draft.** Ms. Wolf presented on NCS’ efforts to work towards the strongest and safest plan for January onwards, taking into account family, staff and authorizer feedback. Under current consideration is staying fully remote until the end of the 2020-21 school year with certain events and/or hosting a learning center for small groups of students to attend remote instruction in an NCS-staffed location; focus on elementary school students and students with IEPs based in Harlem. A discussion ensued.
   2. **Enrollment & Attendance**. Ms. Wolf presented an enrollment update. Overall in the Bronx, tracking to be on-budget for enrollment overall (though slightly below for general education) and in Harlem, overall on-budget (though slightly below on ASD). Attendance is on average, 94%.
   3. **Finance**. Ms. Wolf noted that consistent with the report last month, NCS continues to operate with a projected surplus.
   4. **Safety Plan.** Ms. Wolf and Mr. Rios presented on the Safety Plan and its current status, which was approved by NYSED and also needs to be approved by the Board.
      1. **A Motion was made by Mr. Rendon and seconded by Mr. Hughes to approve the NCS Safety Plan and was unanimously approved.**
   5. **Update on Harlem Facilities.** Ms. Wolf provided an update on potential options for FY 2022 to add facility space. Potential options were presented to provide space for the next three years as overall enrollment is paired down so that the entire K-8 can fit comfortably in 691 St. Nicholas.
3. **Fundraising Discussion.** Ms. Kavanaugh and Ms. Soussloff presented on the fundraising Annual Appeal.
4. **Long-Term Model Presentation.** Ms. Wolf introduced the topic and Abacus, who led a discussion on strategic planning for NCS’s long-term model.
5. **Adjournment**

There being no further business, Mr. Sadoff moved to adjourn and Mr. Rendon seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 8:00 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 18, 2020.

Dated: December 16, 2020