

Neighborhood Charter Schools  
**Minutes of the Meeting of the Board Trustees**  
December 16, 2020

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on December 16, 2020 via video and phone conference. The meeting was called to order at 6:04 PM.

**Trustees Present:**

Gail Brousal  
Brian Hamilton  
Jefferson Hughes  
Everardo Jefferson  
Justena Kavanagh  
Jennifer Lindsay  
Walter Rendon  
Arthur Sadoff  
Cliff Schneider  
Patricia Soussloff

**Trustees Absent:**

Wylie Fennell  
Derek Fleming  
Samantha Ramos

**Others in Attendance:**

Analiza Wolf  
Sarah Iannucci  
Nick and Gritta Carton  
Morgan Jenkins  
Jennifer Manning  
Ariel Ortiz  
Laura Fennor  
Loretta Kleinberg  
Marsha Dupiton  
Heidi Baker  
Judy DeLeon  
Michael Buerger  
Alicia Etienne

Imani Dubois  
Rachel Stotsky  
Lauren Carey  
Johnny Mazzin  
Sebatian Jones  
Bianco Nuez  
Victor Rios  
Michael Renda  
Alison Roznick  
Fatuma Hydora  
Ms. Pierre

*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.

**2. Approval of October 2020 Minutes.**

A motion was made by Ms. Brousal and seconded by Mr. Sadoff to approve the November 2020 Board meeting minutes and was unanimously approved.

**3. Connection of the Mission.** Ms. Wolf led the Trustees and others present through a connection to NCS' vision and priorities.

**4. Executive Director's Report.**

- a. Enrollment & Attendance.** Ms. Wolf presented an enrollment update which continues to on target for both Harlem and Bronx campuses. Attendance is averaging 95%, which staff are very proud of.
- b. Finance.** Ms. Wolf presented a financial summary, highlighting that NCS continues to be a financially healthy position and ahead of budget due to enrollment being over budget projections, receipt of grants and reduction in expenses, including a decision not to backfill certain staff positions that are open. Projected surplus is around \$1.3 Million.
- c. Staff Bonus Update.** Ms. Wolf reviewed her proposal to remove incentive (bonus) compensation as of FY 22 because the budget will not sustain bonuses going forward and NCS leadership doesn't believe that bonuses are an effective

recruitment tool as there are other ways to incentive staff performance (as recommended by Abacus).

5. **Fundraising Discussion.** Ms. Sousloff presented on the fundraising Annual Appeal and asked that Trustees reach out to their friends, and donate what they are able to towards the Annual Appeal.
6. **Safety Plans.** Revisions to the Safety Plans previously approved were made, and a resolution is required to adopt the Safety Plans.
  - a. **Mr. Sadoff made a motion to approve the revised Safety Plans as presented and Mr. Rendon seconded to motion and it was unanimously approved.**
7. **Facilities.** Ms. Wolf presented on Abacus' facilities recommendation, which is to grow the Harlem campus from 3 sections per grade to 4, which would then provide enough students to afford an additional facility. A discussion ensued.
8. **Long-Term Model Presentation by Abacus, Part II.** Ms. Wolf introduced the team from Abacus, who presented on recommendations for growth with various options presented. A discussion ensued.

## 9. Adjournment

There being no further business, Mr. Jefferson moved to adjourn and Mr. Sadoff seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:38 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 December 16, 2020.

Dated: January 27, 2021