

Neighborhood Charter Schools  
**Minutes of the Meeting of the Board Trustees**  
January 27, 2021

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on January 27, 2021 via video and phone conference. The meeting was called to order at 6:21 PM.

**Trustees Present:**

Gail Brousal  
Wylie Fennell  
Brian Hamilton  
Jefferson Hughes  
Everardo Jefferson  
Jennifer Lindsay  
Walter Rendon  
Cliff Schneider  
Patricia Soussloff  
Samanta Ramos

**Trustees Absent:**

Derek Fleming  
Justena Kavanagh  
Arthur Sadoff

**Others in Attendance:**

Analiza Wolf  
Sarah Iannucci  
Ariel Ortiz  
Loretta Kleinberg  
Michael Renda  
Nick Carton  
Michelle Rumph  
Heidi Baker  
Lauren Carey  
Morgan Jenkins  
Mrs. Rennon  
Jenny Buca  
Mrs. B  
Marsha Dupiton

M. Vega  
Ms. Pierre  
Coach Sean  
Ms. Rangel  
Ms. Tota  
Mr. Sopher  
Alexcia Daniels  
Mr. Weindler

*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 December 2020 Minutes.**

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

**3. Connection to the Mission.** Ms. Wolf led the Board through a connection to the NCS Mission; the vision and priorities were read aloud.

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

**a. Remote Learning Update.** Ms. Wolf provided updates on successes and challenges during the transition to remote learning. Ms. Wolf notes that the remote program will continue through the spring, and NCS is exploring the possibilities for some in-person instruction and inclusion of learning centers where students can continue remote instruction within an NCS facility. A survey will be conducted of staff re: staff's interest in returning for in-person instruction.

**b. Operations: Enrollment, Finance, Facilities.**

**i. Enrollment.** Ms. Wolf presented on current enrollment at both campuses, which continues to meet or exceed budgeted targets. With respect to the 2021-22 enrollment process, NCS is targeting 5 applications for every 1 seat. It was noted that while remote recruitment necessitated by the Pandemic is a challenge, NCS staff is still confident enrollment targets will be met. So far, ASD applications in particular are coming in strong.

**ii. Finance.** Ms. Wolf noted that NCS is projecting a positive net income of \$1.46 Million. Mr. Rendon offered context on how NCS will achieve this projected positive income, which includes cost management while still

keeping enrollment high and financial security in place. NCS currently has \$8.4 Million of unrestricted cash, which is a good position to be in going into fall 2021 and to enable NCS' long-term strategic plan. Ms. Soussloff presented on fundraising efforts, noting that we are working towards meeting our goal of raising \$100,000 this fiscal year, with 100% of the Board participating by making a donation. Ms. Wolf discussed NCS' desire to retain NCS' "special sauce" in the short and long-term and possibly grow the Harlem campus from 3-4 sections with a 2<sup>nd</sup> building.

**iii. Facilities.** Ms. Wolf led a discussion on the availability of facility options for the Harlem Campus 2<sup>nd</sup> Building and how each may play into a decision whether or not to increase the number of sections at the Harlem Campus. A discussion ensued, with a focus on expanding the Harlem Campus' facilities but not yet focusing on increasing enrollment, since that process requires an amendment to the Charter and more strategic planning. The focus of the conversation turned to pursuing Mt. Zion as a 2<sup>nd</sup> building.

**1. A motion was made by Mr. Rendon and seconded by Mr. Hamilton to pursue a short-term lease for Mt. Zion and delegate Ms. Soussloff, Ms. Wolf and Mr. Schneider with the authority to negotiate terms for a lease for 5 years at rent beginning at \$315,000/year with the understanding that several upgrades and repairs will need to be made at NCS' expense (could be \$200,000 to \$300,000 over the term based on an engineer's report). The motion was unanimously approved.**

## **5. Adjournment**

After a lengthy conversation re: real estate and NCS' planned growth, Ms. Soussloff thanked the Board and staff for their care for NCS. 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 7:28 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 27, 2021.

Dated: February 24, 2021