Neighborhood Charter Schools

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

March 31, 2021

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on March 31, 2021 via video and phone conference. The meeting was called to order at 6:05 PM.

**Trustees Present**:

Gail Brousal

Jefferson Hughes

Everardo Jefferson

Justena Kavanagh

Jennifer Lindsay

Walter Rendon

Samanta Ramos

Arthur Sadoff

Cliff Schneider

Patricia Soussloff

**Trustees Absent**:

Brian Hamilton

Derek Fleming

**Others in Attendance:**

Analiza Wolf

Sarah Iannucci

Michelle Rumph

Wylie Fennell

Heidi Baker

Mrs. Fennon

Nick Caron

Emily Miller

Mrs. Astor

Mr. Buck

Marsha Dupiton

Ms. May

Mrs. Stotisy

Mrs. Yorey

Loretta Kleinberg

Victor Rios

Mvega

Coach Sean

Mr. Pierre

Jenny Buck

*Ten of the twelve 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 February 2021 Minutes.**

A motion was made by Mr. Rendon and seconded by Mr. Schneider to approve the February 2021 Board meeting minutes and was unanimously approved.

1. **Nominating and Governance Committee Report.**

Ms. Soussloff began by presenting Wylie Fennell as a candidate for nomination to the Board. **The following motion was made by Mr. Schneider and seconded by Mr. Rendon and was unanimously approved**:

*The Neighborhood Charter Schools’ Board of Trustees, having conducted a thorough criminal history record check via fingerprinting which is deemed acceptable by NYSED, and having discovered no State or federal criminal history, or having provided information regarding such history to NYSED, if found, and having verified that any academic and/or professional credential or qualification presented by the proposed member is genuine, and having reviewed the application in its entirety, has voted to Wylie Fennell as a member to its Board of Trustees, with a term expiring on the Annual Meeting in June  2024, pending approval by NYSED. The resolution approving Wylie Fennel is adopted upon NYSED’s approval.*

A discussion ensued regarding others who may be potential candidates for nomination, including Stephanie Hubble, who has a special education background.

Mr. Sadoff announced that he will be resigning from the Board of of June 30, 2021.

1. **Connection ot the Mission.** Ms. Wolf led the Board through a connection to the NCS Mission; the vision and priorities were read aloud. Ms. Iannucci presented updates on spring remote and in-person learning. A discussion ensued. Plans for fall 2021 were presented which include offering a remote learning option as well as plans for utilizing NCS’ facilities if 6 feet versus 3 feet of separation are required and how family engagement will take place. A discussion ensued. It was also shared that an intent to return survey will be circulated, with results shared at the April Board meeting. An update was also provided on NYS testing.
2. **Remote Instruction Programming**. Mr. Carton presented on the spring remote instruction program. A discussion ensued.
3. **Executive Director’s Report.** 
   1. **Operations: Enrollment, Attendance, Finance, Facilities, Charter Renewal.** 
      1. **Enrollment.** Ms. Wolf presented on current enrollment at both campuses. Bronx is slightly below overall enrollment target, but two students above the ASD target. Harlem is 30 students over projected enrollment, but two students below the ASD tareget. With respect to 2021-22 enrolllment, the applications are currently below the target because of the Pandemic, but NCS is receiving many applications from siblings of current students.
      2. **Attendance**. Ms. Wolf noted that average daily attendance is 95% or higher.
      3. **Finance**. Ms. Wolf noted that as a result of steady enrollment and staffing levels and other revenue (grant) opportunities and expense reductions, NCS continues to project a surplus for FY 21, now in the amount of $1.16 Million. Ms. Wolf reviewed the timeline for approval of the FY 22 budget—it will be shared with the Finance Committee in April, presented to the Board at the May Board meeting and presented to the Board for approval at the June Board meeting.
      4. **Approval of FY 2020 Form 990**. \*\***A motion was made by Mr. Rendon and seconded by Ms. Ramos to approve NCS’ FY 2020 Form 990 and was unanimously approved.\*\***
      5. **Facilities.** Mr. Schneider provided an updated on the Mt. Zion Lease, noting that it should be completed shortly.
      6. **Charter Renewal**. NCS will be submitting a renewal application for NCS Harlem by August 16, 2021.
4. **Adjournment**

There being no further business, Mr. Sadoff moved to adjourn and Ms. Ramos seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:12 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 March 31, 2021.

Dated: April 28, 2021