

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
May 26, 2021

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on May 26, 2021 via video and phone conference. The meeting was called to order at 6:03 PM.

Trustees Present:

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

Trustees Absent:

Brian Hamilton
Samanta Ramos

Others in Attendance:

Analiza Wolf
Sarah Iannucci
Nick Carton
Alison Rosnick
Stephanie Hubbell
Ariel Ortiz
Heide Baker

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. Ms. Soussloff noted that Jennifer Lindsay submitted her resignation from the Board with an effective date of May 1, 2021 and the resignation has been accepted and the Board thanks Ms. Lindsay for her service. Ms. Soussloff also noted that the annual meeting is in June, and all committees

will be meeting within the next month and presenting reports at the June meeting. Ms. Soussloff also reported that the renewal application will start to take shape, with parts assigned to various members of the team. Ms. Soussloff then recognized Derek Fleming, a founding Board member, who recently tendered his resignation. Mr. Fleming offered remarks about his journey along with NCS and was thanked by all for his service and dedication to NCS throughout the years.

2. Approval of April 2021 Minutes.

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

3. Executive Director's Report.

a. Operations: Enrollment, Attendance, Finance, Facilities, Charter Renewal.

- i. Introduction of new Director of Ops for Middle School.** Ms. Wolf introduced Derrica Newman as the new Director of Operations for the Middle School and Ms. Newman shared about her experience at NCS and her background.
- ii. Connection to the Mission.** The Mission and Vision of NCS were read.
- iii. Updates and Looking Ahead.** Ms. Iannuci provided updates on high school placements (63% of students go into their top three schools). Ms. Ortiz presented additional detail on high school placements for the fall. A discussion ensued.
- iv. Fall 2021 Plans.** Ms. Wolf noted that even though NYCDOE is going fully in person, NCS will continue to offer a remote option based on the 3 foot distancing rule currently in place so as to not overpromise to families that NCS can go fully in person.
- v. Enrollment.** FY 21 actual enrollment versus target enrollment remains consistent with previous months (overall, above budget). For FY 22, at the Bronx campus, we have a lot of applications and a waiting list, but not a lot of confirmed enrollment yet (for K, only 38 confirmed enrollment with a budgeted number of 51 and operations target of 53). One of the reasons is because families are not getting their bus transportation approved at the stop they are looking for and therefore, they are declining NCS. Ms. Wolf noted that she is going to speak with Office of Pupil Transportation and NYCDOE re: this issue. A discussion ensued. At Harlem, enrollment is more on target to budget and operations targets. With respect to ASD students, at the Bronx Campus, we are below

applications received and students approved; at the Harlem Campus, we are budgeted for 12 new ASD seats and 14 are already confirmed.

- vi. **Attendance.** Remains stable and strong, both in person and remote (nearly 100% at the Bronx Campus).
 - vii. **Finance.** Ms. Wolf and Mr. Rendon presented on finance. NCS continues to project a FY 21 surplus—updated projection \$1.3 Million. The FY 22 budget draft has been prepared, reviewed by the Finance Committee and was shared with the Board. A discussion ensued.
 - viii. **Facilities.** Ms. Wolf noted that NYSED approved the addition of Mt. Zion as a facility and construction will begin shortly to make the required renovations.
4. **Executive Session.** A motion was made by Mr. Schneider and seconded by Mr. Hughes to enter into executive session to discuss a confidential employment matter, and was unanimously approved and the Board entered into executive session. A motion was made by Mr. Schneider to exit executive session, seconded by Mr. Jefferson and unanimously approved. No votes were taken in executive session.

5. Adjournment

There being no further business, Mr. Schneider moved and Mr. Jefferson seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:39 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 May 26, 2021.

Dated: June 16, 2021