

Neighborhood Charter Schools
Minutes of the Meeting of the Board Trustees
October 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 October 27, 2021 at 691 St. Nicholas Avenue, New York, New York. The meeting was called to order at 6:08PM.

Trustees Present:

Heidi Baker
Gail Brousal
Wylie Fennell
Stephanie Hubbell
Jefferson Hughes
Everardo Jefferson
Justena Kavanagh
Samantha Ramos
Walter Rendon
Cliff Schneider
Patricia Soussloff

Trustees Absent:

Brian Hamilton

Others in Attendance:

Lindsay Malanga
Michelle Rumph
Arielle Ortiz
Amanda Fuchs
Alicia Etienne
Derrica Newman

Eleven 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.

2. **Approval of September 2021 Minutes.**

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

3. **President's Report.**

- a. **NCS-Harlem Charter Renewal.** Ms. Soussloff and Ms. Malanga reported on NYSED's virtual visit with the School and the Board focus group. A discussion ensued.
- b. **NCS Harlem Visit for Trustees.** Trustees are invited from 8:30 am to 10:00 am. Regent Mead may join as well.

4. **High School Placement Presentation.** Ms. Ortiz, Ms. Etienne and Ms. Fuchs presented on the high school placement and admissions process, with a focus on NCS goals (target for meetings with scholars, have 95% of scholars apply to at least 12 NYCDOE schools with a minimum of 80% of graduation and safety ratings and have at least 20% of scholars take the SHSAT test) and the overarching goal to find the best fit for NCS scholars. A discussion ensued.

5. **Chief of Schools Report.** Ms. Malanga provided an overview of academics, operations and organizational culture and the Data Dashboard. Ms. Malanga reported that 100% of NCS staff has been vaccinated as of October 10th. All but two staff positions (in the Bronx) have been filled across both campuses. Enrollment wise, we are approximately 30 students below targeted enrollment (889 v. 921). Attendance wise, the trend lines for attendance remain constant (target is 95%; we have not hit that because of the Pandemic, busing issues and half-days). With respect to assessments, results for literacy are positive, but for "counting jar math assessments", the scores are lower than anticipated. It was noted that with respect to math, scholars are tested against end of year goals, but even with that, the end of year goals have been raised. Ms. Malanga noted that this data and the design of the math test are not the best indicator of where NCS scholars are at the stage, but nevertheless, the data is useful. Behavior and supports data was reviewed as well. A discussion ensued. Ms. Malanga shared with that as of Monday 11/1, NCS is shifting Covid-19 protocol related to the quarantine procedures when there are positive cases. With respect to Mt. Zion's ongoing issues with the C of O and fire inspection, the process is ongoing and a fire guard is still present. With respect to organization culture, DEI sessions continue. Regarding the calendar change proposals, families are most in favor of only starting a week before Labor Day, having less half-days and being more aligned with the NYCDOE calendar; the biggest sticking point is Spring Break, which for NCS is in May versus NYCDOE's traditional April break; current thinking is that May spring break will continue.

6. **Treasurer’s Report.** Mr. Rendon and Ms. Rumph presented a financial update. The Auditors have circulated a draft report to the Finance Committee—there are no material weaknesses or issues with internal controls—it’s a clean audit and ready to be finalized and submitted to NYSED by the November 1st deadline. **Mr. Fennell made a motion to approve the FY 21 audit and was seconded by Ms. Brousal and was unanimously approved.** NCS’ financial position is strong and the strong position provides an opportunity to continue to look at the afterschool program and how it can be provided to all families who want to opt into the program, free of cost.
7. **Executive Session.** A motion was made by Mr. Schneider and seconded by Ms. Kavanaugh to enter executive session to discuss a confidential employment matter and the motion was unanimously approved. No votes were taken during executive session.

8. Adjournment

There being no further business, Mr. Schneider moved and Mr. Rendon seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:24 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 October 27, 2021.

Dated: November 17, 2021