

Neighborhood Charter Schools  
**Minutes of the Meeting of the Board Trustees**  
February 16, 2022

A regularly scheduled meeting of the Board of Trustees (the “Board”) of Neighborhood Charter Schools (the “Education Corporation” or “NCS”) was held on February 16, 2022 via Zoom. The meeting was called to order at 6:05 PM.

**Trustees Present:**

Heidi Baker  
Stephanie Hubbell  
Jefferson Hughes  
Justena Kavanagh  
Samantha Ramos  
Walter Rendon  
Patricia Soussloff  
Everado Jefferson  
Gail Brousal

**Trustees Absent:**

Wylie Fennell  
Cliff Schneider  
Brian Hamilton

**Others in Attendance:**

Lindsay Malanga  
Michelle Rumph  
Derrica Newman  
Johanna Rodriguez  
Michael Renda  
Michelle Santos  
Salih Abdur-Rahim  
Jennifer Lindsay

*Nine 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 January 2022 Minutes.**

Mr. Hughes made a motion and Ms. Hubble seconded the motion to approve the January 2022 Board meeting minutes. The motion was unanimously approved.

### **3. 22-23 Student Recruitment and Enrollment Strategy and Outcomes**

Johanna Rodriguez went over the student recruitment outreach efforts for both Harlem and the Bronx. This includes a parent ambassador program, partnerships with the Autism Charter School, canvassing school districts 6 & 7 and going to Charter School Fairs. Intent to return forms have been rolled out for the next school year at both campuses. 52% of scholars have returned forms in the Bronx and 45% of scholars have returned forms in Harlem. Family engagement is very important for prospective students and families. Johanna highlighted the importance of Parent Ambassadors. Updates and reminders are sent to families on a daily basis to create connections. A discussion ensued.

### **4. Wales Sublease**

Ms. Malanga explained that DREAM Charter School will co-locate in our Wales building for the school year 22-23. The terms of the sublease have been outlined for space and cost sharing. Civic Builders will construct a partition in the summer on the second floor and take it down when DREAM exits at the end of the year. A motion was made by Mr. Hughes to approve the terms of the sublease agreement. Ms. Baker seconded the motion and the Board voted unanimously to approve the sublease agreement.

### **5. Mt. Zion**

Ms. Malanga explained that we continue to incur unexpected costs at the Mt. Zion building. Jenn Lindsay and Salih Abdur-Rahim, Director of Facilities for NCS, explained the details of the situation as it related to past costs incurred and potential future costs. They explained NCS's responsibilities under the lease and that of the landlord. NCS has done a lot of work at Mt. Zion. The board agreed the next step that Mr. Abdur-Rahim and Mr. Jefferson would meet with the architect to discuss all potential needs for the building and report back to the board. Following that, the board agreed we would approach the representatives of Mt. Zion to discuss these concerns and seek an equitable solution.

### **6. Executive Director's Report**

Ms. Malanga reviewed the new data dashboard provided by our consultant, Downey Tang. She discussed NCS enrollment (896) and attendance trends. She noted trends are slightly lower than normal due to the impact of Covid19. She reviewed the middle school Literably data, which shows students have grown in proficiency from September to December, but there is still more work to be done. Ms. Malanga shared how the impact of programming and the new Behavior and Culture policy has significantly reduced the number of student suspensions thus far. She also shared that she has rolled out the 22-23 vision with all staff, and that staff will receive offer letters for 22-23 on February 18, 2022. The network will come together virtually on that day for a network address including DEI updates provided by the DEI committee and a celebration of the future of NCS. A discussion ensued.

### **7. Treasurer's Update**

Mr. Rendon presented on NCS' financial position and health showing that NCS is in a healthy position. Mr. Rendon shared in the coming months he would like the board to discuss whether and how to invest our money, and our real estate options.

8. **Adjournment.** There being no further business, Mr. Hughes moved and Ms. Hubble seconded a motion to adjourn the meeting which was unanimously approved. The meeting was adjourned at 7:36 PM.

Respectfully submitted,

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Cliff Schneider, Secretary

I, Cliff Schneider, the duly qualified Secretary of Neighborhood Charter Schools, a New York education corporation, do hereby certify that I reviewed 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 February 16, 2022.

Dated: February 16, 2022